



TRAVELING BASKETBALL CLUB

HANDBOOK

Revised 10/19/2015

MISSION STATEMENT

The Howard Lake-Waverly-Winsted (HLWW) Traveling Basketball Club is a non-profit organization with the primary purpose of promoting the Laker boy and girl basketball programs for grades 4-12. The HLWW Traveling Basketball Club is dedicated to promoting youth basketball within Independent School District boundaries. The primary goal is to provide fair competition and a learning environment that enhances individual player development and team play.

PLAYER ELIGIBILITY

Our traveling basketball program is open to all students in grades 4-8 who live within geographical boundaries and/or attend school within the Howard Lake-Waverly-Winsted School District. A student that is home schooled or attends private school is eligible for our program as long as the student lives within the HLWW School District boundaries.

REGISTRATION & FEES

The online registration process will close near end of October. Registration information is located online at www.hlwwtravelingbasketball.com > Registration.

Fees for the season are as follows - payment will be received at the "Kick Off" in mid October:

- All Grades - \$100
Once a player begins practicing with a team, we will be unable to refund any registration fee.

A late fee of \$50 will be charged to any student player who registers after 12:00 p.m., 7 days past when registration is scheduled to end.

PARENT MEETING

"Kick Off Night" Held in mid October - watch the paper, our web site, and the school website for details

- Meet the Board Members
- Pay player fee
- Order Uniform (if needed)
- Meet Coach(s)
- Ask questions
- Review handbook

Volunteering - HLWW Hosted Tournaments and Varsity Tournaments

The HLWW Traveling Basketball program hosts an annual Boys and a Girls tournament. This is an important source of revenue for our program, allowing us to keep player fees low and also minimize our requirement of other fundraising efforts.

We could not host these tournaments without the help of volunteers. Therefore, we have a tournament volunteer requirement of 7 hours to be completed by each family of traveling basketball participants. There are also opportunities to support the varsity teams by volunteering at their home tournaments. Ask the head coaches for more information.

TEAM FORMATION

All teams will have at least 8 players to start the season; ideally, each team will have 8-10 players. Teams may have higher roster numbers based on participation and will be decided on by the board.

In the event that there are enough players for two teams in a grade level, the board has determined that teams will be created using the following protocol:

- 4th, 5th and 6th grades are considered “developmental.” The result of this designation is that equal teams will be created based on decisions made by coaches and the board.
- 7th and 8th grade teams will be formed based on decisions made by coaches and the board.

Information about team selection process will be given to potential players and parents after the registration process is completed.

- If a team has more than 14 players, the board will form two teams; if a team has more than 21 players, the board will form 3 teams.
- If the 7th and 8th grade rosters have more than 14 players, the board will host tryouts for an A team and a B team.
- If a grade does not have a coach or enough coaches: there may be more than 13 players on the team, the team may join another age group, or disband.

SELECTION OF COACHES

During the registration process, prospective coaches must complete a coach’s application found on the HLWW Traveling Basketball Web Site. The HLWW Traveling Basketball program will make coach selections on criteria such as:

- Coaching philosophy similar to the mission of the HLWW Traveling Basketball program
- Knowledge of basketball
- Previous coaching experience

The HLWW Traveling Basketball program will conduct background checks on all prospective coaches.

Coaches will be required to attend an annual Coaching Clinic led by the HLWW Varsity Coaching Staff and complete necessary trainings.

COACHING PHILOSOPHY

The primary goals of coaching are to teach and improve fundamental skills of basketball, while encouraging and facilitating team play. Coaching to win-at-all-costs is not the mission of the HLWW Traveling Basketball Program.

PLAYING TIME

The HLWW Traveling Basketball program has a general philosophy of “fair, but not equal” playing time. Playing time will be determined by player effort, attitude, and attendance at practice, flow of the game, injuries and foul trouble.

HLWW Traveling Basketball players will receive a minimum of 25% playing time per player.

- For 4th-6th grade, this means that each player will be required to average at least 25% playing time over the course of each “game.” For example, in a 40 minute game (Two 20 minute halves) each player would play a minimum of 10 minutes.
- In 7th and 8th grade, each player will average at least 25% playing time over the course of the “tournament.”

SEASON OVERVIEW

Each team will practice 1-2 times per week through the season, beginning in late October or early November. In the event that the HLWW schools are closed due to a holiday, or inclement weather, all practices for that day will be cancelled.

Each team will be responsible to create a practice schedule. The goal is to practice on weeknights, with times and locations subject to gym space availability.

A full commitment to practices is required. Parents must notify the coach, as soon as possible, if a player will miss practice.

Teams will participate in tournaments throughout the season. Tournament schedules begin in November and end in March. Teams, in grades 4-6, will participate in the Waconia Traveling League; 5th-6th grade begins on December 1st and 4th grade begins on January 5th.

Teams will be entered into tournaments on the following schedule:

- */**4th & 5th grades – up to 2 tournaments outside of the Waconia Traveling League, in addition to the HLWW tournament.
- */**6th grade – up to 2 tournaments outside of the Waconia Traveling League or funds allotted to play in 4-6 tournaments, in addition to the HLWW tournament.
- */**7th and 8th grades – allotted funds to play in 4-6 tournaments.

Tournaments are usually held on weekends; most often on Saturday or Sunday. Some tournaments will be completed in one day, while there may be an occasional tournament with games scheduled on Friday evenings as well; it varies with each tournament. Some tournaments will require teams to play on Sunday mornings.

Most of the tournaments have guarantees that each team plays a specified number of games. It is common that spectators are charged admission fees at tournaments.

****A full commitment to the team tournament schedule is expected; parents must notify the coach as soon as possible if a player will absent from a scheduled game/ tournament.***

*****Coaches must submit their completed registration form to the Treasurer by email as an attachment or as a photo embedded into a text to bbschank@gmail.com or 952-250-4878. The treasurer will submit the registration along with payment.***

CODE OF CONDUCT

All players, parents, and coaches must sign a Code of Conduct before the season begins. All players, parents and coaches are expected to abide by this Code of Conduct throughout the season. All parties are reminded that they represent themselves, the HLWW school district, their community, and this organization.

The HLWW Traveling Basketball Program reserves the right to take disciplinary action against an individual (player, parent, or coach) who is in violation of the Code of Conduct. The HLWW Traveling Basketball board will review each situation and reserves the right to apply appropriate discipline as it sees fit.

CONFLICT RESOLUTION

Use the following process when filing a complaint:

1. Discuss the issue with the team coach first; in order to allow for a reasonable conversation, it is expected that parents approach a coach 24 hours after a situation has occurred.

2. If you are still not satisfied, then discuss the issue with your Player Representative; player representative contact information can be found on our home web page at www.hlwwtravelingbasketball.com.
3. If you are still not satisfied and wish to have the matter investigated and for action to be taken by the board, please complete a Feedback Form (found on our home web page) and send it to Leon Decker.

TEAM LIAISON

A member of the HLWW Traveling Basketball board is assigned to each team serving as a team liaison to the full board. Parents can seek out their Team Liaison to discuss issues related to their child's team if the problem cannot be resolved by talking to their coach. In the event that a resolution cannot otherwise be determined, the Team Liaison can take their concerns to the rest of the HLWW Traveling Basketball board.

Team Liaisons, see list on website: www.hlwwtravelingbasketball.com

SUBSTITUTE PLAYER/S

In the event that a situation arises and a team will be left with a shortage of players, it is permissible to contact another team within the HLWW Traveling Basketball program in hopes of having other players fill in. Any player that is to be considered to "play up" for a tournament must not have a scheduling conflict with his/her regular team.

EXTRA TOURNAMENTS

There are occasions where a team may have the opportunity to play in extra tournaments, which are in addition to those scheduled by the HLWW Traveling Basketball program.

The HLWW Traveling Basketball program will limit each team to being able to participate in no more than 2 additional tournaments throughout the course of the year. Any fees associated with the extra tournaments will be the responsibility of the parents of the teams.

SPRING AND FALL TEAMS

The HLWW Traveling Basketball program supports spring and fall basketball. The traveling program will help to support providing coaches, equipment, and facilities. The teams will follow the policies and procedures of regular season traveling teams. Team formation and coaches will be determined by the HLWW Traveling Basketball board. Grades may be combined to form teams. Tournaments will be selected by the coaches and fees will vary based on number of players.

CONTRIBUTIONS

As mentioned above, the Traveling Basketball Club is a non-profit group, and its mission is to support the HLWW boys & girls basketball programs.