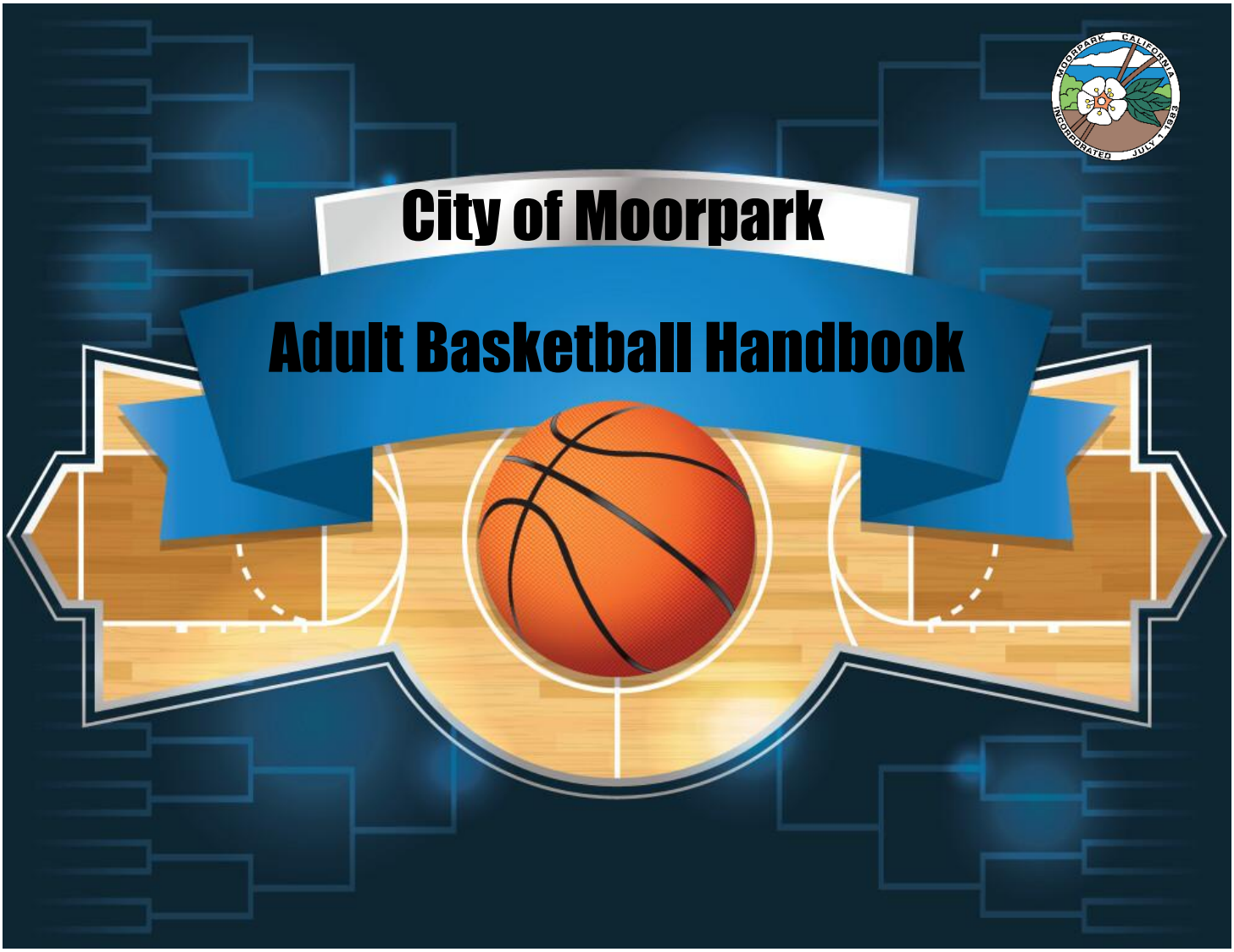


League Director:
Victoria Kozlowski
Recreation Supervisor
(805) 517-6306
vkozlowski@moorparkca.gov

Preface

This handbook is designed to acquaint basketball managers, players, spectators and sponsors with league rules and conditions of play set forth by the City of Moorpark, Recreation Division, for basketball leagues run by the Division.

We strive to provide an opportunity for adults to take part in an organized and enjoyable athletic program, offering participants personal enjoyment and physical development.

It is imperative that all participants become familiar with the information contained in this handbook. Ignorance of rules and regulations is not cause for reduction of penalties.

Please remember that sportsmanship rates first in our leagues; without it, the quality of the sport is lost.

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ADULT BASKETBALL LEAGUE RULES AND CONDITIONS OF PLAY

The National Federation of State High School Associations (N.F.S.H.S.A.) Basketball Rule book, which is approved by the Southern California Municipal Athletic Federation (S.C.M.A.F.), shall govern play in all leagues, with certain exceptions noted herein. Each team member will be held responsible for knowledge of these league rules and of the N.F.S.H.S.A. Basketball Rulebook.

Section I: Registration

A. Registrations must be received during the registration period, and are taken on a first-come, first-served basis. Full payment is due at time of registration, and managers must submit the completed registration form prior to the registration deadline.

B. All team names must be approved by league director before the start of the season. No profanity, sexual connotations, or alcohol/drugs will be allowed in team names.

C. Requests for refunds must be received prior to the posting of the game schedule or five business days before the first scheduled game, whichever occurs first. No refunds or credits can be issued after this time.

D. Forfeit forms and/or fees must be turned in at the time of registration if have not already done so for the fiscal year. The forfeit form/fees are effective from the summer season through the spring season of the following year. When summer registration opens, all teams are required to turn in new forfeit forms/fee.

E. Upon filing and acceptance of the roster, each manager agrees that he/she has read all of the rules and regulations, and further agrees that he/she will conduct himself/herself and control his/her team in accordance with all policies, rules and regulations. The manager shall report all players' change of address to the league director.

Section II: Eligibility

A. Players must be 18 years of age or older by the first scheduled game to participate in adult sports leagues.

B. Each player must **legibly** complete and sign the official roster for their team prior to the first game they play in. Players must provide their own signatures on the roster. **If information is illegible and/or missing a player will not be placed on the official roster and thus deemed ineligible.** At no time shall a manager or other person sign a roster/waiver for another person. Managers are responsible for all information submitted to the City.

C. Officials and city staff have the authority to request photo ID from any player at any time. It is mandatory for all players to have a current photo ID and be able to present it immediately upon request. Individuals unable to provide identification will not be permitted to play.

D. Managers are responsible for ensuring their players are correctly signed into the scorebook prior to the beginning of each game. If a person plays under another person's name, all games in which that person played will be forfeited.

E. Players whose names do not appear on the official team roster, are considered ineligible. Lineups and rosters are checked throughout the season, and games played with ineligible players will be forfeited.

F. A player may play on more than one team in the league provided he/she plays on only one team each division. Any team whose player(s) found in violation of this rule will forfeit all games won in which the player(s) participated. If a player is playing for two teams that are both eligible for playoffs, he/she can play on both teams up to the point they meet in the playoffs. At that juncture he/she must choose one team and must move forward with that team, no matter the outcome of the game.

G. If a player's name appears on more than one roster in a given league, they shall be committed to the first team for which they play a league game. If an individual signs the roster for more than one team in any given division, the second team they play for may forfeit all games in which said player participates.

H. SUBSTITUTES: If a team is shorthanded (three players) they may use a substitute player from another team in their division, as long as that player is a legally rostered player within the division. The substitute player must be indicated on the official score sheet with an asterisk. If a legal rostered player shows up, the substitute player must come out of the game. A substitute for any team is limited to one (1) per game.

I. High school students that are 18 years of age and currently engaged in interscholastic and/or community athletic association competitions are ineligible to play on any basketball team. However, they may be placed on the roster providing they do not play until interscholastic competition has concluded. It is the manager's responsibility to notify the League Director when they sign up students who are temporarily ineligible to play.

J. Active professional basketball and in-season college players are ineligible to play in any City of Moorpark basketball league.

K. ADD/DELETE FORMS: Managers may add or delete players to their rosters until

the third week of play using the online League designation provided by the City of Moorpark. After the third week, players may only be added to teams with the approval of the League Director if they meet the conditions below. Add/delete requests MUST be submitted to the main office AND League Director for review at least one business day prior to the game.

1. A player may be added to replace an injured or ill player. The replaced player may not return for the remainder of the season, including playoff and championship games. The player replacing an injured or ill player will be eligible for the playoffs as long as they or the player which they are taking the place of have participated in one quarter (1/4) of the league games.

2. A new player may be approved to replace a player on a case-by-case basis under the following circumstances: a) a change of a work schedule or work location that prohibits them from participating in the league, b) moves out of the area, or c) has experienced a personal tragedy, such as a death in the family. The player being replaced may not return for the remainder of the season, including playoff and championship games. The player replacing a player due to any of the reasons outlined above will be eligible for the playoffs as long as they or the player which they are taking the place of have participated in one quarter (1/4) of the league games.

L. Players must participate in one-quarter (1/4) of league games to be eligible to play in playoff games. If a player was added to the team after the third week to replace another player for reasons mentioned above, the new player will be eligible for playoffs as long as they or the player which they are taking the place of have participated in one quarter (1/4) of the league games.

Section III. Forfeits

A. Officials Fees: A team who forfeits is responsible for payment of **all** officials' fees for the forfeited game ($100 total). A processing fee will be charged of $10 as well. The team will have one week to pay the officials fees. If fees remain unpaid after one week, the fees will be deducted from the team's forfeit deposit. If a team exceeds the amount needed in their forfeit deposit, or if a credit card charge is denied or reversed, the team will be expelled from the league. The team and all players will be barred from further participation in City programs until all fees are paid. A team may avoid being charged the officials fees for a forfeit if the team manager notifies the main office and League Director, they will not be able to play the game at least **1 business day** in advance (Friday before by 3:00 p.m.).

B. Game Schedules: All games must be played as scheduled.

C. Automatic Forfeits: Any team found to be playing a suspended or ineligible player shall forfeit all games in which said player participated.

D. Practice Games: Following a declared forfeit, the teams may play a practice game if they wish. Practice games must conclude at least 10 minutes before the scheduled starting time for the next game. The assigned official will not officiate the practice game and the score will not be kept. If both teams agree to play and the assigned official is used, it is the responsibility of BOTH teams to pay the referee dues.

Section IV. Protests

A. Protests shall not be received or considered if they are based on a complaint involving the accuracy of the official's judgment.

B. Anyone at any time can question the eligibility of another player, however formal protests must be made by team managers. Formal protests regarding player eligibility must be submitted to City staff prior to the end of the game on a protest form and with a protest fee ($20). Once a formal protest has been made by a manager against a player, the player in question will be required to complete and sign the official protest form as their information appears on the team roster and must show a valid form of identification, such as a driver's license, to City staff. It is that player's manager's responsibility to assist with this process. For play-off games, protests must be lodged PRIOR to the start of the game. No protest involving eligibility will be received after the game has concluded. Any player whose name and signature are not shown on that team's official league roster will be considered an ineligible player; a forfeit may be declared against the offending team. If a team is found to be using an ineligible player during the playoffs all games which the ineligible player participated will be considered a forfeit. The league director will have the discretion of how the playoffs will be concluded.

C. All protests must be received, in writing, on an official protest form, by 6:00 p.m. the following business day at the Arroyo Vista Recreation Center, 4550 Tierra Rejada Road in Moorpark.

1. All protests must be accompanied with a $20 protest fee which is returned if the protest is granted; retained if invalid.

2. Protests filed late and/or without the protest fee shall not be accepted.

D. When a protest is accepted, the protested game may be concluded or replayed at the discretion of the League Director. The decision will be made within 7 business days.

E. The final score, as approved by the official at the end of the game, is official. Protests about the accuracy of the final score shall not be considered.

F. Procedure regarding alleged discrepancy in official score keeping during the game: The official suspends play until he or she rules on the official score.

G. If after receiving an unfavorable decision from the League Director as to their protest, a team may request to have the decision reviewed by the Recreation Services Manager and/or the Parks & Recreation Director. The decision of the Parks & Recreation Director shall be final and binding. No further review of the protest will be allowed.

Section V: Code of Conduct

To provide a fun, family friendly atmosphere of fun and sportsmanship, certain regulations are necessary and must cover all who are connected with the program. Violations of these simple acts of good sportsmanship and common courtesy will not be permitted.

Officials reserve the right to immediately eject any player or spectator from a game for any violation of the following. Additionally, at League Director's sole discretion, players may receive a minimum of a one game suspension, and up to a 5-year suspension, depending upon the nature and severity of the incident. League Director's decision is final; no appeals of decisions shall be considered.

It is the team manager's responsibility to promote good sportsmanship within their team and spectators and ensure everyone adheres to the Code of Conduct. This list of actions and subsequent penalties is not exhaustive, and other actions/penalties may be added to this list. Penalties may be modified by the League Director on a case-by-case basis.

PLAYERS & SPECTATORS SHALL NOT:

A. Use intimidating or aggressive actions (physical or verbal) towards an official, City staff, spectator, or other player.
    a. PENALTY: Ejection from the game, and two (2) game suspension and up to a one (1) year suspension and/or probation of one (1) year.

B. Physically attack an official, spectator or player.
    a. PENALTY: Ejection from the game, and three (3) game suspension and up to a five (5) year suspension and/or probation of one (1) year depending on severity of the infraction. After two (2) years, the player or manager may appeal to the League Director.

C. Use profane, obscene, derogatory, or racial remarks to an official, spectator or other player, or speak in such a manner as to cause a disturbance.
    a. PENALTY: Ejection from the game and/or two (2) games and up to one (1) year suspension, and/or one (1) year probation.

D. Consume alcohol or drugs while on City property which includes before, during, and after games. Any Official on site, the League Director and/or City staff may eject any player from any game if the player is observed drinking or in

possession of alcohol before, during, or after the game. No player may appear on the court at any time under the influence of drugs or alcohol, or bring alcohol or drugs onto the park property, including parking lots.

a. PENALTY: Four (4) game suspension to season suspension and/or one (1) year of probation.

E. Smoke anywhere in the building or park, including parking lots.
   a. PENALTY: One (1) game suspension to season suspension and/or one (1) year of probation.

F. Use flagrant rough tactics in the play of the game against an opposing player.
   a. PENALTY: Ejection from the game and/or two (2) game suspension to season suspension and/or one (1) year of probation.

G. Throw objects onto the court or disrespectfully throw equipment away from the court.
   a. PENALTY: Ejection from the game and up to a season suspension and/or one (1) year of probation.

H. Deface or destroy any public facility or equipment.
   a. PENALTY: One (1) game suspension to one (1) year suspension and/or payment to replace damaged facility or equipment.

Section VI: Ejections

A. Any person ejected from a game is suspended from further participation in City of Moorpark programs until the League Director determines disciplinary action (if any) based on the events surrounding the ejection.

B. Any individual ejected from the game must leave the facility within 60 seconds or a forfeit will be declared. The official may also declare a forfeit if the individual fails to comply with league rules and/or refuses to leave.

C. Any player ejected from two games during the season shall be suspended for the remainder of the season and further suspensions may be assessed at the discretion of the League Director.

D. If a player continually gets suspended each season but does not meet the two ejection minimum for a season-long suspension, the player's history and/or pattern of behavior may be taken into consideration when determining the length of a suspension.

Section VII: Technical Fouls & Flagrant Fouls

A. Officials and City staff regulate and interpret rules to the best of their ability. Any unsportsmanlike conduct by a player, manager, coach, team sponsor, or spectator may result in ejection from the game and may be asked to leave the facility.

B. Any player using profane or offensive language or engaging in unsportsmanlike behavior will receive a technical foul.

C. A flagrant foul will be called when any player is involved in excessive or violent contact which could injure the fouled player. Any player(s) committing a flagrant foul may be ejected from the game.

D. An intentional foul is a foul deliberately committed by a defensive player to stop play, tactically conceding the penalty of having the fouled player attempt the awarded foul shots in return for possession of the ball. In the event an intentional foul results in injury to the opposing player that requires first aid or medical treatment, or prevents the player from continuing play, the foul will be deemed a flagrant foul and subject to corresponding penalties.

E. Any player(s) receiving a technical foul for unsportsmanlike conduct will be removed from the game for TEN (10) minutes. If a second technical foul is charged to a manager, player, or spectator it will be considered a flagrant technical foul and will result in their ejection from the game.

Section VIII: Team Manager's Responsibilities

A. The manager is responsible for instructing their team members on the contents of this handbook.

B. The manager is responsible for informing their players of game times, including rescheduled games and play-off games.

C. The manager is responsible for the conduct of their team and spectators before, during, and after games. They are further responsible for assisting game officials when necessary, in controlling their players and spectators.

D. The manager is responsible for ensuring their team roster is correct, with all pertinent information completed.

E. The manager is responsible for ensuring all players are signed into the scorebook prior to the game starting.

F. The assistant manager assumes the manager's responsibilities in their absence.

Section IX: The Game

A. Time: Games will consist of two, twenty (20) minutes halves.

The clock will be a running clock for the entire game with the following exceptions:

- Time out requested by a team.
- Time out requested by an official or city staff.
- The last THREE (3) minutes of the SECOND half will use a regulation stopped clock if the teams are within 9 points of each other. If one team has a 10-point lead or more, the clock will remain running until their point lead is less than 10 points.

  ***During the last three (3) minutes, if a team is up by 20 points, the game WILL be called by the officials. The officials have the right to call the game if it begins to get out of hand or too physical. The final score is what is displayed at the end.**

B. Player Count: You must have a minimum of four (4) players to begin the game. There will be a ten (10) minute grace period to allow for the minimum number of players to show up. If a team does not have the minimum number of eligible players present after the grace period, a forfeit will be called.

During a game, if at any time a player is ejected and the team is left with 3 players, the game is over, and it is documented as a forfeit.

C. Half time will last three minutes.

D. Forfeits are documented as 20-0.

E. Overtime: When a game ends with the score tied, a three (3) minute overtime is played. If game is still tied, a second sudden death overtime period is played with no time limit. The first team that scores four (4) points in the second overtime wins.

F. Timeouts: Each team will be allowed three (3) timeouts per regulation game. Timeouts can be used as the team wishes throughout the games.

- Each team will receive one (1) additional timeout for the first overtime period. **NO TIMEOUTS can be carried into overtime.** Teams WILL NOT be allowed any timeouts during the sudden death overtime period. Any timeouts not used prior to the second overtime will be lost.

G. Scorebook: All players present must sign in on the official scorebook prior to their participation in the game. **"Signing in" requires a player to LEGIBLY write their first and last name and include their jersey number.** Scorekeeper and officials will not allow a player who has not signed into the scorebook to enter the game.

- If a player is running late, the team manager may write their name and jersey number in the scorebook before the game begins. The player must check-in with City staff upon their arrival to ensure they were included on the scorebook.

- **<u>It is a technical foul for a team</u>** to add players to the scorebook after the start of the game.

H. Players/spectators will not grasp any rim, basket, or backboard and will not dunk or attempt to dunk at any time. If dunking/hanging on rim occurs after the game has ended, the incident will be reported to the League Director and the player may be suspended from the next game. Penalties include:
- Goal, if made, is disallowed.
- Intentional technical foul charged to the player - two free throws.
- Technical foul is ruled unsportsmanlike. Player is removed from game for five (5) minutes, unless second technical of game and the player is ejected.

I. Shattering or damaging backboards/rims: Any player whose contact with the rim or backboard shatters or damages the backboard and/or rim before, during, or after the game will be penalized in the following manner:
- Team forfeits game.
- Player suspended for two games.
- Team or individual will be responsible to pay for damages and team may not play in anymore league games until payment has been made (City's cost plus 15%).

<u>Section X: Tie Breaking Procedures</u>

The following procedure is used to determine final league standings when two (2) or more teams are tied:

1. Head-to-head record in games played between teams tied.
2. Head-to-head score differential in games played between teams tied – exempt in determining first place standing.
3. Overall score differential against teams not involved in tie.
4. A one (1) game playoff may be played to determine first place only.

<u>Section XI: Postponed, Protested, or Suspended Game Procedures</u>

A. Postponed Games: Games not defined as regulation that are postponed by the League Director or called by the official, may be rescheduled on the first available date of the season; such games shall be replayed in their entirety.

B. All players listed on both teams' current league rosters are eligible to play for the scheduled replay subject to City of Moorpark and S.C.M.A.F. rules governing substitution.

C. SPECIAL NOTE: On all postponed, protested, or suspended games, or tie breaking games the league reserves the right to reschedule only those games which effect trophy and/or playoff positions in the league standings. Games may be scheduled on different nights than which a team normally plays.

<u>Section XII: Officials</u>

A. It is the duty of the official to administer decisions of the game in accordance with the league rules adopted.

B. All league games are under the direction of the official. Only the team manager or assistant manger may discuss decisions with the official during the game.

C. **Official's Fees: Each team is required to pay a $50.00 cash fee (exact change) to the official before the start of each game. During playoffs, each team is required to pay a $60.00 cash fee.** Failure to pay official's fee may result in team forfeit at the official's discretion.

Section XIII: Equipment and Uniforms

A. Personal equipment must be furnished by teams or participants and is subject to inspection by the official.

B. Uniforms: Minimum Requirements

1. **Team shirts or jerseys should be of the same solid color, front and back.**
2. **Each player's uniform must have a number on the front or back.**
3. A player not wearing a shirt meeting both above requirements may receive a technical foul.
4. No duplicate numbers:
    - If two players have the same number, the team will be given 1 technical foul (team foul).
    - If three players have the same number, the team will be given 2 technical fouls (team foul).
5. Reversible color jerseys meeting above requirements are strongly recommended.
6. Clothing with inappropriate or obscene language or graphics is not permitted.

C. Only safety glasses may be worn on the court. No jewelry or earrings (of any kind) will be permitted on the court during the game.

D. Shirts must be worn during all games.

Section XIV: League Director

A. The Recreation Coordinator assigned to adult sports programs shall serve as the League Director. In the absence of the Recreation Coordinator, the Recreation Supervisor shall serve as the League Director.

B. The League Director reserves the right to rule on any situation not specifically

mentioned in the league rules and reserves the right to interpret league rules in a manner they deem fair and equitable in accordance with the goals and objectives of the City of Moorpark.

C. The League Director reserves the right to suspend an individual or team from league play whose conduct is detrimental to the safety and success of the program.

Best of luck this season!