

**Jefferson County Little League (JCLL)  
Softball All-Star  
Standard Operating Procedure (SOP) - 2026**

**PLAYER ELIGIBILITY** - The tournament eligibility verification process requires that copies of each player’s birth certificate (original certificate for first time all-stars) and three (3) proofs of physical residency (dated February 1, 2023 to February 1, 2024) or a school enrollment form signed by the principle be presented at an All-Star District meeting in June. JCLL is required to provide a league boundary map for each team showing the physical residence or school location of every player selected, waivers for all players residing outside the league boundaries (Little League rule II(d) and IV(h)), the total number of games the player’s team played, and the total number of games in which the player participated.

All players on an active roster age 7-17 shall be considered eligible for All-Star selection. Little League age 9-year old players not selected on a 9/10 Little League tournament team can play in non-Little League sanctioned tournaments such as the Battle at the Burg or Emory Frye Tournaments. Players in the “Minor AAA” Division can play in Little League sanctioned tournaments if selected and meet eligibility requirements. The Little League ages/teams agreed to by the JCLL Board of Directors (BOD) for 2024 Little League sanctioned tournaments are 8-9-10, 9-10-11, and 10-11-12, Junior (league age 13-14) and Senior (league age 15-16).

Following All-Star selection, copies of birth certificates (if needed) will be collected if not on file from each player selected. Copies of birth certificates validated by WV District 6 are acceptable through WV State tournaments. Original birth certificates would be required for all players for Southeast Region tournaments and beyond.

**SELECTION OF MANAGERS/COACHES** – The selection of All-Star managers and coaches will occur as follows:

<b>Step</b>	<b>Description</b>
<b>Step 1: Determine Candidate Managers and Coaches</b>	<p>The Softball Player Agent will request that managers and coaches from each Division in which All-Star team(s) will be selected, who are interested in being considered as a manager or coach for an All-Star team make their intent known by submitting an <u><i>Application to Manage/Coach an All-Star Team</i></u> to the Softball Player Agent.</p> <p>The Softball Player Agent will determine if each manager and coach candidate meet the criteria for selection based on Little League rules. All managers and coaches must be in good standing with the league and must have been a member of a team’s rostered manager and coaching staff. The JCLL BOD reserves the right not to approve a manager or coach.</p>

<b>Step 2: Select Managers and Coaches</b>	<p>The JCLL President will call a special meeting of the BOD to discuss and decide All-Star manager and coach selections. Prior to the discussion, the Softball Player Agent will provide the BOD with a list of all interested and eligible manager and coach candidates.</p> <p>When selecting Managers and Coaches, the following will be taken into consideration:</p> <ul style="list-style-type: none"> <li>• Current or End of Regular Season Standings</li> <li>• Number of Games Umpired</li> <li>• Conduct with players, umpires, &amp; league officials</li> </ul> <p><i>*Remember, ALL managerial positions are for one year only. No person is guaranteed to be a manager, or “grandfathered” to manage a specific team.</i></p>
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**SELECTION OF PLAYERS** – The selection of players for All-Star teams will occur as follows:

<b>Step</b>	<b>Description</b>
<b>Step 1: Determine Candidate Players</b>	<p>The Softball Player Agent/Division Director will request a list of All-Star candidates from each team manager within a Division in which All-Star team(s) will be selected. The manager of each team will determine which of their players on the active roster is interested in being considered for All-Stars. The manager is responsible for ensuring that each player and player’s parent(s) or legal guardian(s) understand the commitment involved with selection to an All-Star team and confirm the player submitted an application online if available or <b>ALL paper applications will be given to team Managers. Managers will be responsible for submitting them to the Player Agent.</b></p> <p>Each team manager will submit their list of All-Star candidates to the Softball Player Agent/Division Director to review. The Softball Player Agent will determine if each player meets the criteria to be selected based on Little League rules.</p>
<b>Step 2: Select Players</b>	<p>An All-Star selection meeting will be scheduled by the President and Softball Player Agent for each Division in which All-Stars will be selected. All Division managers are required to attend. Approved coaches are eligible to attend.</p> <p>Teams will be selected in the following order: 12-year-old team, 10 year old team, and then 11 year old team.</p> <p>At the start of the selection meeting, the Softball Player Agent will provide each manager with a list of eligible All-Star candidates. The first eight (8) players for each All-Star team will be selected by a voting system by the Division managers. The players with the highest votes will be the players on each all-star team. The all-star manager will receive four (4) to (6) “manager’s picks” to fill out the team roster at 12, 13, or 14 players (it is up to the manager how many players he/she wishes to carry on a team, 12 being the minimum).</p>

<b>Step 3: Player Notification</b>	Players will be notified of their selection to an All-Star team by the All-Star team manager. The manager will notify players in accordance with applicable Little League rules. The Softball Player Agent will review the player notification rules with each All-Star manager. For 2024, JCLL All-Star teams will be announced no earlier than permitted by Little League.
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**UNIFORM** – The player cost for the All-Star uniform will be at the discretion of the BOD not to exceed actual cost. The uniform that will be provided shall consist of a visor and a numbered jersey. All personalized effects such as but not limited to name on back of jersey shall be included. Payment must be received prior to receiving the above mentioned items.

**TEAM RESPONSIBILITIES** – After an All-Star team has been formed and notifications are completed, a mandatory team meeting will be held with the players, parents/guardians, manager, coaches, and the following BOD members: President, Division Director, Softball Player Agent, Treasurer, Director of Fundraising and Director of Equipment. During this meeting, team expectations will be explained, to include practice schedules, commitments, fundraising, uniforms, etc. A team parent shall be appointed by the manager (subject to the approval of the Board of Directors if desired).

The manager and team parent will sign an agreement to adhere strictly to the policy set forth within this SOP. By signing said agreement, both the manager and team parent agree to:

1. Be held accountable for all disbursements of funds according to this SOP.
2. Be held responsible for returning any funding that is not obligated to the manager, coaches, or players in accordance with these guidelines.
3. Understand that they will be held legally responsible for any discrepancies that may occur.

**DATES** – Tournament dates are determined by WV District 6 and Little League International. Tournaments start in mid-June and can continue through August depending on how far a team advances.

**FINANCIAL SUPPORT** – JCLL, at the sole discretion of the BOD, may choose to obligate/donate funds to be used by JCLL All-Star teams based on current economic costs, the financial condition of the league, etc. ***No monetary assistance is guaranteed, and this will be relayed to the players and families.*** It is essential that ALL All-Star teams work together directly with the JCLL Director of Fundraising to raise additional funds through fundraising, and these funds will be used to assist with necessary expenses such as, but not limited to, hotel rooms and meals while a team is traveling to State and/or Regional Tournaments. No manager, coach, parent, or any persons affiliated with an All-Star team shall participate in unapproved fundraising, to include soliciting donations from JCLL sponsors, local businesses, or through online accounts (e.g., GoFundMe accounts). Any online accounts to solicit donations will be set up and administered by the JCLL Treasurer or Director of Fundraising.

All funds raised from this additional fundraising will be deposited into the JCLL bank account and be dispersed accordingly and at the sole discretion of the BOD among all qualifying teams. Any unused funds will remain in the JCLL treasury and can be dispersed at the BOD's discretion at a later date.

In the event the JCLL BOD chooses to make a contribution to an All-Star team, the average cost of 3 hotels (divided by 2 players per room) where a State tournament is held would be used to determine a potential housing stipend. Additionally, a food stipend of no more than \$15 per day can be allotted to each player.

For Example, the average cost of three hotels is \$100 per night, divided by 2 players per room equals \$50 per player per night. This, plus a meal stipend of \$15 per day would total \$65 per player per day. *This is a sample only.*

**DISBURSEMENT OF FUNDS** – The manager and team parent are responsible for the disbursement of funds during a tournament. Travel expenses will begin to be dispersed for the day(s) spent traveling to the tournament. Expenses shall not be disbursed for the day(s) spent returning from the tournament unless the team is scheduled to play on that day. For example, seven (7) days of travel expenses are provided in advance, however, the team is eliminated after four (4) days. Three (3) days of travel expenses will be returned to JCLL within 24 hours of returning from said trip.

**MILEAGE FOR MANAGERS AND COACHES** – The JCLL BOD may choose to obligate funds for roundtrip mileage to managers and coaches who drive outside of WV District 6 boundaries. Mileage will be based upon the distance from the JCLL complex to the hosting site field complex. Little League International credits an amount annually per mile per team travelling to State level tournaments and above.

**Failure to adhere to the SOP as written is subject to disciplinary action at the discretion of the JCLL BOD.**