



CAAC Event Management Policies & Procedures

Softball

Game Sheet

(February 2022)

Start Times:

- All Varsity & JV Division games will begin at 4:00 p.m., played at opposite sites

Pre-Game Warm-up:

- Infield practice will be no longer than 10 minutes
- Format for pregame:
 - 3:35-3:45 p.m. – Home team infield
 - 3:45-3:55 p.m. – Visiting team infield
 - 3:55-4:00 p.m. – Introductions, Plate Conference, and National Anthem
 - 4:00 p.m. – First Pitch

Game Format:

- All Division games are doubleheaders, with at least 15 minutes between games
- Games will be 7 innings
- Host teams will be the home team for the first game; visiting team will be the home team for the second game
- Sub-varsity games may be reduced to 5 or 6 innings in doubleheaders if agreed upon in advance by both teams
- Sub-varsity games may use a time-limit if agreed upon in advance by both teams (1 hour, 45 minutes is recommended)

MHSAA rules:

- MHSAA run differential will be 15 runs after 3 completed innings and 10 runs after 5 completed innings
- Sub-varsity may use an 8-run mercy rule after 5 completed innings if agreed upon in advance by both teams
- Suspended Games: by default, a game will be considered suspended any time the game is called before it reaches regulation, or if called any time when the score is tied
 - If both schools agree, a game called prior to regulation or a tied game may be declared a “no game”
 - Games resumed from the point of suspension do not count as an additional game, pitching limitations apply
- The tiebreaker will be used beginning with the 8th inning (with local league and conference adoption); for MHSAA tournament games the tiebreaker will be used with the beginning of the 11th inning



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Sport Policy & Procedure

General Procedures:

- When a host school conducts a special activity that will interrupt pregame or between games, they shall be required to notify the visiting AD and/or coach no later than upon arrival
- No artificial noisemakers will be allowed
- Spectators will be prohibited from forming pep lines or tunnels on the field
- **Playing Rules**
 - All MHSAA and National Federation playing rules will be followed
 - A minimum of 9 players must be present to begin a game, but a game may continue if a team is reduced to less than 9 players due to injury or disqualification
 - Coaches are responsible for their teams being properly equipped, i.e. using legal bats and NOCSAE approved helmets
 - National Federation approved softballs must be used and provided by the host school
- **Officials**
 - Two umpires will be assigned for all varsity and sub-varsity games
 - Umpires shall conduct a thorough pre-game with head coaches who shall provide lineup cards to the plate umpire
 - The 60 second/5 pitch limit shall be enforced by umpires each half inning
 - All substitutions shall be reported to the plate umpire at time of substitution
 - **Note:** Coaches may not “mutually agree” to alter or ignore playing rules or MHSAA adaptations
- **Make-Up Dates**
 - Postponed games will be made up on the next available date as determined by participating school ADs & coaches with every attempt made to make up prior to the All-League meeting
 - Division games will take precedence over non-division games
- **Media**
 - Bona fide media shall be provided access to the facility and press areas
 - Photography restrictions will be established by the host school consistent with similar outdoor events
 - On-field photography shall be limited to the designated areas
 - Media personnel may be in the team dugouts only with the approval of the head coach
- **Results**
 - Host school will report results to local media and/or post on social media
- **Host School Expectations**
 - Provide game balls for both games
 - Water and ice for both teams
 - Restroom facilities for the visiting team
 - Changing area of officials (if possible and upon request)
 - Certified athletic trainer or doctor (if possible)
 - Host school trainers will tape the visiting team (if asked), and as a courtesy, the visiting team should bring taping supplies

- **Weather Policies & Suspensions**

- Host school management will determine if a game is to begin if field conditions are affected by weather
- If a game is to be cancelled in advance due to poor field conditions the visiting team shall be notified prior to 2:00 p.m.
- Once a game begins, the decision to suspend lies with officials; resumption of play will be determined by host school management
- If play cannot continue after suspension and before it becomes an official game (4-1/2 or 5 innings where a winner can be determined), the game may be replayed from the beginning or resumed from point of suspension

Division Championship Determination

- Division Championship will be determined by overall division record after completion of a single round-robin schedule; a win is worth 2 points in the standings, a tie 1 point, and a loss 0 points
- The team with the highest point total will be declared the champion (if 2 or more teams earn the same final number of points, they will be named co-champions)

All-Conference Selection Format

- Each division will select All-Conference Teams for CAAC recognized sports
- Players will be selected to the CAAC Divisional All-Conference Team
- There will not be a designation of first team or second team
- When athletes are voted to an All-Conference Team, selection will be based upon their performance in divisional games only
- The athletic director/manager of the All-Conference selection meeting will provide coaches with medals and the school honoring the student will provide a completed certificate using the supply of certificates annually provided by the CAAC Commissioner, for the athletes placed on the All-Conference Team
- Each school will properly complete certificates for their school and distribute them to the proper student(s)
- The CAAC Commissioner will release All-Conference results to the media when CAAC teams are no longer competing in MHSAA tournaments

Team Sports (voted by division coaches)

- Softball: 18 players + 2 pitchers
- All-Conference athletes will receive gold medals plus a certificate
- All-Conference Honorable Mention athletes will receive a certificate

All-Conference Meeting

- Host school will distribute nomination forms to division ADs
- Coaches will meet at a predetermined site to select All-Conference Teams; a coach or a school representative must be present in order to vote for All-Conference Teams
- The host athletic director will prepare the official ballot and chair the selection meeting
- Coaches will determine the make-up of the All-Conference Team, by position, before the vote is taken; the positional make-up of the All-Conference Team may change from year to year by consensus of the coaches
- Each coach must vote a complete ballot and may not vote for his or her team members
- Coaches will vote a secret ballot; the host athletic director will tabulate the votes and announce the results (Coaches will not be allowed to assist with tabulations)
- In case of a tie, a second ballot will be prepared for coaches who are not involved in the tie; if the tie remains after a second ballot, the players involved will be placed on the All-Conference Team and additional medals will be awarded
- Honorable Mention will be awarded to those who receive at least one vote

All-Conference Meeting Format

The athletic director in charge of the division will:

- Review policy as stated in the CAAC Constitution
- Pass out prepared ballots
- Each coach will present the athletes from their school in order of those most deserving
- Review voting policy:
 - Vote full ballot
 - There can be no additions to the original ballot once the voting starts
- Check that all coaches have voted a full ballot
- Any athlete receiving a vote who does not earn All-Conference will receive Honorable Mention
- Announce All-Conference and Honorable Mention honorees
- Before adjourning the meeting, coaches will discuss any recommendations coaches may want to make to the athletic directors for future consideration
- Distribute medals
- Pass out championship trophy (if possible)
- Save paperwork until July 1
- Send information to CAAC Commissioner

Academic All-Conference Award Criteria

- Award will be presented at the end of each season
- Athlete must have a 3.5 cumulative grade point average
- Athlete must have been awarded a Varsity Letter

MHSAA Handbook Regulations

- A student or team shall participate in no more than two games per school day (p. 66)
- A student or team shall compete in no more than four scrimmages and in no more than 38 games, exclusive of the MHSAA tournament (p. 66)
- A student shall not play for two or more teams on any level (varsity or sub-varsity, scrimmage or contest) in the same sport on the same day, regardless of the sport; participation in any part of a contest or interscholastic scrimmage constitutes competition in a game or scrimmage under the provisions of this Section (p. 69)