



MEMORANDUM

August 7, 2023

TO: Rising Star Middle School Basketball Team
Coaches/ Team Managers

FROM: Christopher Oyer
League Director

SUBJECT: Winter 2023-2024 League Information

A. LEAGUE ACTIVITY NUMBERS

6th Grade Boys Advanced	Activity #:	R05225 – Saturday
7th Grade Boys Advanced	Activity #:	R05226 – Sunday
8th Grade Boys Advanced	Activity #:	R05227 – Saturday
5 / 6 Grade Girls Rising Star	Activity #:	R05228 – Saturday
7 / 8 Grade Girls Rising Star	Activity #:	R05231 – Saturday
5th Grade Boys Division	Activity #:	R05224 – Sunday
6th Grade Boys Intermediate	Activity #:	R05329 – Saturday
7th Grade Boys Intermediate	Activity #:	R05330 – Sunday
8th Grade Boys Intermediate	Activity #:	R05331 – Saturday
Basketball Practice	Activity #:	R05339 – Monday through Friday

B. Updates/ Important Information

- a. Girls leagues have been condensed into 5/6 grade and 7/8 grade unless enough teams are formed per grade
- b. Playoffs are only for the top 4 teams in each division
- c. League fee is \$1099.00
- d. Practice Fee is \$165.00.

C. DIVISION ASSIGNMENTS

Each Rising Star Grade Level may have up to two divisions (divided by skill level) depending on the number of teams that register unless the minimum number of required teams has not been met. Divisions may be combined to meet the minimum number of required teams. If a division is unable to field at least 5 teams, the division will not run and you will be refunded your money. Grade levels and/ or divisions may be combined if necessary. The League structure is based on grade level (ex. if a team has 7th and 8th graders, then the team must play in the 8th grade). Please indicate on your team registration form the grade level of your team, boys or girls, and the division level that you would prefer to play in. Review the Rising Star Division Descriptions document included in the manager's packet before selecting a division. The League Office reserves the right to place a team in the appropriate division based on previous performance record. League Director reserves the right to turn teams away or recommend for the MCR Youth basketball league based on previous record or skill level.

D. REGISTRATION PROCESS

Registration begins Monday, 9/25/2023 and ends Thursday, 11/30/2023. Online Registration is two-part process. The first part of online registration is through [Active Montgomery](#) and this is where you register your team and pay. The second part of registration is how you will complete your roster. For this step, I will create your team in Active Montgomery. From here, under the same activity code used to create your team your players will be able to go into Active Montgomery and register for your team specifically using the password you create when registering the team.

1. Registration and payment of the team fee is completed by a team manager or coach. During the online registration process, each team manager or coach will be prompted to accept the waiver of liability, agree to the Coach, Parent and Spectator Code of Conduct and review the Concussion Information Sheet.
2. *Each parent will complete the Individual Enrollment process which includes accepting the Waiver of Liability, agreeing to the Parent/ Spectator Code of Conduct, and reviewing the Concussion Information Sheet. Team Managers and Coaches will be emailed their roster weekly or can ask the Recreation Specialist for a copy of their roster.
3. Tutorials with instructions is provided for team managers/ coaches and parents to complete the roster process.
4. PLEASE DO NOT SUBMIT THE OLD VERSION of any signed documents (Spectator Code of Conduct or Coaches Code of Ethics). Completion of these forms is required prior to each new season.

Free Agents are not accepted or added to teams by MCR and a free agent list is not kept. A Team Registration and payment (full or half by payment plan) must be in the Montgomery County Department of Recreation's Registrar's Office no later than **Wednesday, November 29, 2023**. Completion of the process and forms listed above are required for each new season, regardless of participation in previous seasons.

5. Additional Forms (submitted by team if needed)
 - a. **Game Schedule Consideration Form** (See Scheduling Considerations section)
 - b. **Background Screening Form** – New Coaches will receive an email from MCRD to fill out information to complete a background clearance. This includes assistant coaches.

***Teams that have not completed the registration process above and submitted payment will not be added to the game schedule and thus will not be included in the winter 2023-24 season.**
***Per Montgomery County Policy, refunds will not be given to teams that withdraw after the game schedules are posted. Withdrawal Policy -**
<https://montgomerycountymd.gov/rec/howto/withdraw.html>

E. FEES & PAYMENT METHODS

Each team must pay to be registered. The fees per team are as follows:

- \$1099.00 per team – League fee for Montgomery County residents.
- \$1149.00 per team – League fee for Non-County residents.
- \$165.00 per team – League fee for practice slot.

If your team is composed of more than half out of county residents, then your team fee will be the Non-County fee.

Payment Plans are available. Payment plans require payment of 50% of the league fee during registration and 50% of the fee will be automatically charged on Sunday, January 28, 2024. The card used to pay for the first half of the payment will be charged again on the January 28th date. Teams that submit payment by cash or check are responsible for providing the final payment on or before the deadline.

Payment Methods:

- Online Registration with credit/ debit card –
<https://web1.myvscloud.com/wbwsc/mdmontgomeryctywt.wsc/splash.html>
- Check or Money Order - Make out Checks to: **Active Montgomery**
- Mail – Registration and Payment can be mailed to:
 - Montgomery County Department of Recreation Registrar's Office 2425 Reedie Drive, 10th Floor, Silver Spring, MD 20902

The fee includes two (2) IAABO officials per game, 2 table staff, facilities for games, awards, and equipment (scoreboards, scorebooks, first aid). Each team must provide their own reversible uniforms and practice time. Practice time is available for purchase through Montgomery County Recreation during the winter season but is very limited. Please see PRACTICE REQUEST section for details.

F. LEAGUE RULES & ELIGIBILITY

- League Rules and Policies are included with the Coaches Handbook. Each team manager/ coach is required to review and be familiar with the league rules.
- Player Eligibility
 - 4th graders are permitted to participate in the 5th grade Rising Star League.
 - 3rd graders or below are *not* eligible.
 - Players may participate on ONE team per grade level.
 - *Teams must participate in the highest grade level of the players on their team roster. (example: a team of all 7th graders and one 8th grader must participate in the 8th grade league.)

Countywide Programs

- Team Eligibility
 - Rising Star divisions have been condensed and grade levels will consist of two divisions for boys (Advanced and Intermediate) and one division for girls.
 - Any team considering participation in Rising Star should consider/ fit the following criteria:
 - Participate in one or more state or national tournaments yearly.
 - Participate in Amateur Athletic Union sponsored tournaments yearly.
 - Participate in multiple advanced, high skill level leagues yearly.
 - Participated in the Rising Star in previous seasons
 - Conducted tryouts to add more skilled players capable of competing
 - Practice twice or more weekly.
 - Advanced teams are for kids who make basketball their TOP priority. These kids play basketball year-round.
 - Intermediate teams are for kids who make basketball a high priority but is not their only priority. They may play other sports in other seasons. Intermediate may have 1-2 players who are Advanced level but generally the team is a winter only basketball team.
 - The girls division should be based off of above criteria. Teams will most likely hold tryouts, participate in tournaments, and may have multiple girls who make basketball a TOP priority.
 - Teams that do not fit one or more of the criteria listed above should consider the recreation league option.

League Office reserves the right to make exceptions for the good of the league/ division or recommend teams for youth recreation league.

G. GAMES

- League Start Date – Saturday and Sunday, January 6 and 7, 2024.
- Projected End Date – Sunday, February 24, 2024.
- Projected Playoff Start and End Date – March 2 & 3 through March 9 & 10 2024.
- Absolute last date for games – Sunday, March 17, 2024.
- Games will be played on Holiday weekends.
- Each team is guaranteed to play eight (8) games. Playoffs are guaranteed for the top 4 teams.
- Each team will play 1 game per weekend
- If a team requests a bye week, they will be forced to play two games in one day to make up for the lost game. Not all bye weeks will be permitted. Please be sure that your team can play on the day and dates prior to signing up your team.
- If there are multiple weather cancelations teams may be forced to play 2 games in one day or potentially have to play on Saturday and Sunday.
 - Teams must confirm their participation in the post season playoff in writing prior to the posting of the brackets. If you're team will have conflicts with Spring sports and will not be able to participate you must let the league director know.
- Games will be played on Saturdays and Sundays, at MCPS high school and Middle school gyms as well as potential MCRD Community Centers.
- Game Start Times could be anywhere from (Every 1 hour and 10 minutes) – Saturdays 5:00 p.m. through 8:40 p.m. Sunday's 12:00 P.M. through 5:50 P.M.
- Possible Gym Locations for the 2023-2024 season
 - *Saturday's-, Magruder HS, Richard Montgomery HS, Seneca Valley HS, Walter Johnson HS, Bethesda Chevy Chase HS, Northwest HS
 - *Sunday's- Kennedy HS, Magruder HS, Richard Montgomery HS, Seneca Valley HS, Walter Johnson HS, Wheaton HS, Bethesda Chevy Chase HS

Countywide Programs

H. SCHEDULE REQUEST CONSIDERATIONS

All schedule requests must be submitted, in writing via the **schedule request form** by **Sunday, December 10, 2023**. Schedule requests will not be considered after this date. The accommodation of scheduling requests is not guaranteed. Schedule requests are permitted for time of day. Schedule requests for different days of the weeks will not be accommodated. Teams are expected to play each weekend, if schedule request to miss a weekend is accepted, team will be required to play 2 games in one day.

Requests are limited to one per team. Teams/ Organizations that have multiple teams (more than 2) are required and encouraged to have an assistant coach for each team to assist in resolving scheduling conflicts.

I. PRACTICE REQUEST

Practices begin Monday, December 4, 2023. Registered teams that are unable to acquire practice time through on their own may request a practice slot through the League Director. The fee is \$165.00 for the season. Practice slots are 1 hour per week. Practice slots are reserved for teams in Montgomery County only. The Basketball Practice activity will be activated and available for registration starting on **Monday, November 20, 2023**. A list of gym options will be included in the coaches packet. Reminder, not all gyms will be available. Rec leagues get first access to practice slots.

- Interested teams should reach out to league director but wait for confirmation of practice slot availability from the League Director prior to submitting registration for practice.
- Each team will receive an email with a practice permit once a practice slot has been confirmed.
- Practice assignments are first come, first served based on the following:
 - Completion of league registration and payment.
 - Completion of Individual enrollment by players (at least 8 players).
 - Signed coaches code and signed spectator code.
- Due to high demand and limited availability,
 - one practice will be assigned per team in need.
 - practice slots may be unavailable in your area.
 - practice slot may be half court depending on location.

J. LEAGUE MEETING

The coaches/managers Meeting will be hosted on **Wednesday, December 13, 2023, via zoom conference call**. All registered teams will receive the zoom link and conference phone number and log in code prior to the meeting date. League division structure and league information and changes will be reviewed at this time. A league update will be sent to all registered teams after the meeting. **At least one representative per team is required to attend.**

COACH'S BACKGROUND CHECK

All coaches and assistant coaches of any youth sports team must complete the background screening process, through Montgomery County.

- Team managers *are not* required to be fingerprinted and background screened if not coaching.
- Coaches who have yet to complete a background check will receive an email from me to fill out a form online. Once submitted, you will then receive an email from our HR team with information regarding fingerprinting. This includes assistant coaches
- If you have completed the background check through MCR and have coached in a program within the past and you are already on file, you *are not* required to complete the process again.
 - If you are unsure of your status, please email the League Director and provide your full name, team/ organization name and when you think you were last fingerprinted through MCR.

Thank you for taking an interest in the Winter 2022-23 Rising Star Middle School Basketball League. Please contact Chris Oyer at 240-773-4839, if you have any further questions concerning the league.

e-mail: Christopher.Oyer@montgomerycountymd.gov