

# NEPSSFB Coaches' Handbook

*For Distribution Purposes on NEPSAC Website*

New England Preparatory Schools Softball Association

**2026 Season**

*Updated 2/18/25*

## I. NEPSSFB BOARD MEMBERS

Commissioner: Sarah Boylan (St. Paul's)

Class A Representatives: Michele Brewer (Austin Prep), Paige Kemezis (BB&N)

Class B Representatives: Aaron Santos (Cushing Academy), Elizabeth Joseph (St. Luke's)

Class C Representatives: Matt Underhill (Kimball Union)

NEPSAC Board AD Liaison: Andrea Heinze (Brooks)

## II. SOFTBALL COMPETITION RULES

All non-league NEPSAC games will be played under the Federation rulebook. Individual leagues within the NEPSAC as well as tournaments can adopt their own individual rules to be communicated separately.

### Amendments & Clarifications:

- Mercy Rule: 15 after 4, 10 after 5
- International Tiebreaker: in case of a tie game at the end of 7 innings, the international tiebreaker will be utilized until a winner is determined
- Shorthanded Rule: 8 players are required to begin & continue a game; the 9th spot in the lineup will be counted as an automatic out.

### Game Day Procedures:

- Jersey Colors: dark home, white away (unless team has 1 jersey)
- Game Balls: The home team will provide at least 2 new balls per game. Recommended balls are: Rawlings NC12L NCAA 12" & Wilson ASA 12" A9106
- Music: Responsibility of home team (away teams should not play music before games unless agreed upon, no visitor music during game); music should be clean
- Late arrivals: 30 minute minimum warm-up time will be awarded for an away team arriving late.
- Recommended Warm Up Procedure:
  - 60 minutes before: teams arrive, begin warm up, lineups exchanged
  - 25 minutes before: Home team takes full field warm up (7-10 minutes)
  - 15 minutes before: Away team takes full field warm up (7-10 minutes)
  - 5 minutes before: Coaches' meeting

## III. CLASSIFICATION

*Classification has been determined by the NEPSAC & reproduced below (updated 1/17/26):*

<b>Class A (20)</b>	<b>Class B (30)</b>	<b>Class C (30)</b>
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Austin Preparatory School	Brooks School	Albany Academy (S27)
Buckingham, Browne, and Nichols School	Cheshire Academy	Beaver Country Day School
Choate Rosemary Hall	Concord Academy	Berwick Academy
Deerfield Academy	Cushing Academy	Boston Trinity Academy
Hotchkiss School	Dana Hall School	Brewster Academy
Kent School	Dexter Southfield School	Brimmer & May School
Loomis Chaffee School	Ethel Walker School	Canterbury School
Milton Academy	Governor's Academy	Chapel Hill Chauncy Hall School
Miss Porter's School	Greens Farms Academy	Covenant Christian Academy
Noble and Greenough School	Greenwich Country Day School	Darrow School
Northfield Mount Hermon School	Hopkins School	Forman School
Phillips Andover Academy	Kimball Union Academy	Frederick Gunn School
Phillips Exeter Academy	Kingswood-Oxford School	Hamden Hall Country Day School
St. Paul's School	Lawrence Academy	Harvey School
Tabor Academy	Marianapolis Prep	Hebron Academy
Taft School	Middlesex School	Holderness School
Thayer Academy	Miss Hall's School	Kents Hill School
Westminster School	Mount St Charles	King School
Williston Northampton School	Newton Country Day School	Lexington Christian Academy

Worcester Academy	New Hampton School	MacDuffie School
	Pingree School	Marie Phillip School
	Portsmouth Abbey School	Marvelwood School
	Proctor Academy	Millbrook School
	Rivers School	Montrose School
	Rye Country Day School	Stoneleigh-Burnham School
	School of the Holy Child	Tilton School
	St. Luke's School	Wheeler School
	St. Mark's School	Wilbraham & Monson Academy
	Suffield Academy	Winchendon School
	Westover School	Woodward School
	Winsor School	

#### **IV. NEPSSF B TEAM SPORTSMANSHIP AWARDS**

Beginning with the 2025 season, the NEPSSF B Board has chosen to recognize one school within each class with a “Sportsmanship Award.” Following the completion of the season, the Board will provide each school’s designated head coach with the opportunity to vote online for the programs they feel are most deserving of this award. The votes are then tallied and winners are announced following the completion of the season.

#### **V. NEPSSF B INDIVIDUAL PLAYER HONORS**

##### **All NEPSAC Selection Process – Spring Season (Updated 2023)**

##### **Baseball, Boys Lacrosse, Softball:**

All NEPSAC selection process....

- League champions – 3 All NEPSAC selections
- League runner-up – 2 All NEPSAC selections
- Teams that are independent and not affiliated with a league: 75% winning percentage (in class or overall) or better - 2 All NEPSAC selections.
- Teams with a record of .500 and over – 1 All NEPSAC selection
- Teams with a record under .500 – 1 Honorable Mention selection

- Schools with All-NEPSAC selections also have the option of naming the same number of Honorable Mention selections.
- We will not have Players of the Year this spring but hope to in 2024! One step at a time!

## **VI. NEPSSFB BY-LAWS**

### Article I – Name and Purpose

A. This organization shall be known as the New England Preparatory Schools Softball Association, hereafter referred to as NEPSSFB.

B. The purpose of this Association shall be to advance the sport of softball in New England prep schools by supporting the professional growth of coaches and promoting our league and its players at the collegiate level.

### Article II – Membership in NEPSSFB

A. Membership for a particular season will be granted to all NEPSAC member schools with a girls' varsity softball team.

### Article III – Officers of the Association

A. The Commissioner will serve one four-year term, with a successor being chosen after the third season ends, so that the next commissioner will have a year to observe and to prepare. Coaches who wish to be considered will submit their names between the end of the season and the end of the calendar year. Then, early in the new year candidates will submit statements to the league, and all coaches in the league will be permitted to vote in a secret ballot online, managed by the executive committee. The commissioner's duties are to preside at meetings of the Association and the Board and communicate the minutes of these meetings to the Association, and to coordinate and direct the organization during their term of office.

The current President's term ends following the conclusion of the 2029 season. Their replacement will be elected by the Association at the end of the 2028 season.

B. For geographic and school-size representation, the executive committee will be composed of one representative per class. They shall be elected biennially by the Association, and serve a two-year term, which is renewable unless and until there are other candidates who wish to serve.

In 2025, the Class A representative will serve a 3 year term to offset a full board turn over each year. Therefore, the Class A representatives will serve until 2028 and the Classes B and C representatives will serve until 2027.

D. The AD Liaison is an athletic director that represents the Association to the NEPSAC Executive Board and is appointed by the NEPSAC Executive Board.

E. The NEPSSFB Board has the power to conduct the business of the Association in the event that a quorum is not present at meetings. The Board will appoint the positions of at large members in the event that these positions are vacated between Annual Meetings. The Board will be responsible for any disciplinary action necessitated by the non-compliance of the Association by laws. The Board has the power to act on any Association business when a full meeting is not

feasible. Every attempt, however, shall be made by the Board member from each district to canvas the constituency of that district regarding potentially controversial issues that must be decided.

#### Article IV – Governing Procedures

A. There shall be two Annual Meetings of NEPSSFB, before and after the conclusion of the season. The date and location of these meetings will be finalized and communicated to the Association with ample time for planning.

B. An informational report (usually email form) will be sent out on or by March 1st of each year. This report will include all information regarding classification, rules changes, important dates, and any other pertinent information for the upcoming season. All schools are required to confirm receipt of said report to help guarantee proper distribution/reading.

C. The by-laws of NEPSSFB can be changed by a two-thirds majority of those present at the Annual Meeting. A Board member shall take a members' roll call at the start of each meeting and only member schools that are present may cast one vote.

D. A quorum for all usual business shall be a simple majority of the members present. The Commissioner's vote may be cast to break a tie.

#### Article V – Governing Policies

A. Membership, in good standing, of NEPSSFB is a requirement for participation in post-season activities such as all-star games.

B. Member schools are required to respond to all NEPSSFB/NEPSAC communication aimed at information gathering.

C. Noncompliance with NEPSSFB by-laws and the NEPSAC Code of Ethics and Conduct shall render a school subject to disciplinary actions, enforced by the Board. Infractions may result in actions ranging from a letter of censure to suspension from all NEPSSFB privileges and even to suspension of NEPSSFB membership for the following season. Notice of all disciplinary action will be sent to the coach, athletic director, and head of the member school. All disciplinary action taken by NEPSSFB's Board may be appealed to NEPSAC's Executive Board by the school in question.

D. Ad-Hoc Committees may be appointed by the Commissioner to study any issue and make recommendations for consideration by NEPSSFB member schools. The life of these Committees coincides with the term of the Commissioner. If the issue has not been resolved, the succeeding Commissioner may appoint a new Ad-Hoc Committee.

### **VII. NEPSAC POLICIES**

*Listed below are excerpts of NEPSAC Policies that specifically pertain to NEPSSFB. All NEPSAC Policies are available in the NEPSAC Handbook and Directory, which is distributed to all NEPSAC athletic directors at the start of each school year.*

## CODE OF ETHICS AND CONDUCT

As a basic principle, we believe that the lessons learned from fairly played athletics, whether interscholastic or not, and including games and practices, are of benefit to our student-athletes and our schools. The purpose of this Code of Ethics and Conduct is to define what “fairly played” means and to provide guidelines for NEPSAC student-athletes, coaches, officials and spectators alike to follow.

### **Purpose of Athletics In Our Schools:**

Athletics exist primarily as an essential part of the student-athlete’s full education. As an educational process, they serve these purposes:

1. To teach and instruct student-athletes in the rules, fundamentals and skills of various individual and team sports and to promote wellness.
2. To provide healthy competition and cooperation within and between schools, thus inculcating in each student the best principles of fair play.
3. To develop the other aspects of fair play that will best serve each student-athlete’s education.
4. To maintain the spirit of true amateur competition.

### **Proper Conduct and Fair Play:**

At the heart of this matter lie several terms which are often hard to define—yet no more important task confronts teachers and coaches than to set standards which are fair and honorable. Throughout this Code, when such terms as “proper conduct” and “fair play” are mentioned, they refer to such standards as these:

1. Treat other persons as you know they should be treated, and as you wish them to fairly treat you.
2. Regard the rules of your game as agreements, the spirit or letter of which you should not evade or break.
3. Treat officials and opponents with respect.
4. Accept absolutely and without quarrel the final decision of any official.
5. Honor visiting teams and spectators as your own guests and treat them as such. Likewise, yourself behave as an honored guest when you visit another school.
6. Be gracious in victory and defeat; learn especially to take defeat well.
7. Be as cooperative as you are competitive.
8. Remember that your actions on and off the field reflect on you and your school.

### **Guidelines For Coaches:**

1. Coaches shall remember that school athletics are primarily part of each student-athlete’s education, not a goal in themselves. Coaches shall use athletics to help each student-athlete achieve the standards listed above.
2. Coaches shall assist each student-athlete toward developing their fullest potential in athletics.
3. Coaches shall remember that the behavior of a team can reflect the coach’s own manner, attitudes, temper and approach to athletics, and shall conduct themselves in a way which brings credit to themselves, their team, their school and their sport.
4. Coaches shall be responsible not only for coaching their teams, but also for running games, dealing fairly and properly with officials, meeting before and after games and visiting coaches

and players, and maintaining an objectivity and sense of balance commensurate with fair. Coaches shall in particular preserve the tradition of shaking hands after games and matches.

**Expulsion Rule**

Players or coaches who are ejected from interscholastic officiated contests for “poor conduct” or other flagrant behavior will forfeit their eligibility to play or coach in the next regularly scheduled interscholastic officiated contest or tournament contest played in that sport. We encourage a conversation between athletic director, coach and disqualified offender.