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**PLEASANT HILL  
BASEBALL  
ASSOCIATION**

*Family Playbook*

**2026**

**WHAT EVERY FAMILY NEEDS TO KNOW ABOUT JOINING PHBA**



# 1ST INNING: WALK THRU

If you are a NEW player to the league or you have signed up to coach (new & returning) you must attend: **ONE** "Walk Thru"

Welcome To  
PHBA!

**WALK THRU #1**  
WEDNESDAY, NOVEMBER 5TH  
6:00PM – 8:00PM

OR

**WALK THRU #2**  
SATURDAY, DECEMBER 6TH  
9:00AM – 11:00AM



**FINAL**  
**WALK THRU ADDED:**  
SATURDAY, JANUARY 10TH  
9:00-11:00AM

*You may "stop by" anytime during one of these Walk Thru options.  
Walk Thru is held at Pleasant Oaks Park (2 Santa Barbara Rd.) in the PHBA Conference Room.*

**NEW PLAYERS:** An adult must stop by at a WALK THRU to bring proof of age for your new player (birth certificate or passport) to get verified to play. A copy is acceptable, we do not keep/file it. A board member verifies the age within our database that day and this is a one-time verification for new players to the league. Players are welcome to attend, but are not required. Your player cannot be rostered if their age is not verified. Please plan accordingly. If a guardian cannot attend, please ask a relative or friend to attend the walk thru for you to verify the age of your player. This is mandatory.

**COACHES:** You will meet our commissioners & our DOJ Representative to discuss your state mandated trainings, clinics, and badging. This is mandatory.

*Additional Info at the Walk Thru:* VOLUNTEER INFO – UMPIRE Q&A – SPONSORSHIPS – EVENTS – EQUIPMENT INFO – MERCH SALES



## 2ND INNING: PREP!

There are many moving pieces to organize the league of our size. To help with your & our success we ask our families to please take time to do the following:

### FAMILIARIZE YOURSELF WITH THE PHBA WEBSITE

Our website contains info on:

- League Calendar (sync it)
- Rain Out Procedures
- Field Status
- League Rules
- Schedule & Standings
- Volunteer Technology
- Commissioner/Board Member Info
- And more...

### MAKE SURE YOU ARE RECEIVING THE NEWSLETTER

The [PHBA Pennant](#) is our weekly newsletter. Consider this resource as the grand slam to all the info for the league. Even if you don't read it immediately, keep it and refer back to it, we promise that all the info you need is in there & it will be faster than emailing us.

**SIGN UP FOR THE NEWSLETTER [HERE](#)**

### CONSIDER WHAT VOLUNTEER ROLE YOU WANT TO DO

Each player's family is *required* to volunteer a minimum of **4 hours**. These are known as your **League Service Hours (LSH)**. Your assistance is what our league depends on to run. If your LSH are not completed by the end of the season, you will receive an invoice for **\$500**.

**NEW PLAYER EVALUATIONS:  
SATURDAY, JAN 10<sup>TH</sup>  
9:00AM – 12:00PM**

This is only for players who are in Pioneer & above. If your player is interested in playing up, they need to attend evaluations. For questions, email your [commissioner](#) check our website.



# 3RD INNING: LEAGUE SERVICE HOURS

PHBA requires a minimum of 4 hours of volunteer help per player each season. There are 2 categories you can choose from to fulfill your League Service Hours (LSH):

## LSH CATEGORY #1:

### TEAM SPECIFIC ROLES

Team Specific Roles are what make your team function! Every role on your team MUST be filled before your team is allowed to start practice on February 1st

These roles are not recorded by clock "hours" but rather upon completion of your entire role/task at the end of the season.

## LSH CATEGORY #2:

### LEAGUE WIDE HOURS

League wide hours is what help facilitate the operations of the league during the season.

These volunteer roles are recorded by the hours worked (typically 4 or 5 hour shifts). All of these opportunities can be signed up for once the season begins on Sports Helper. Please plan accordingly.



# 3RD INNING: LEAGUE SERVICE HOURS

## Team Specific Roles

All managers/coaches can sign up as soon as registration opens via our website. Join the fun!  
Team Specific roles must be fulfilled by Feb 1<sup>st</sup> or your team cannot play. Sign up on Sports Helper after Roster Night.

### Instructional

- 1 MANAGER
- 2 COACHES\*
- 1 TEAM COORDINATOR
- 1 BASKET COORDINATOR

### Intermediate

- 1 MANAGER
- 2 COACHES\*
- 1 FIELD PREP
- 1 TEAM COORDINATOR
- 1 BASKET COORDINATOR

### Pioneer & Above

- 1 MANAGER
- 2 COACHES
- 1 TEAM COORDINATOR
- 1 BASKET COORDINATOR
- 2 FIELD PREP: 16 GAMES
  - OR 2 FIELD PREP & 8 GAMES EACH
- 1 UMPIRE: 12 GAMES
  - OR 2 UMPIRES & 6 GAMES EACH
- 1 SCOREKEEPER: 16 GAMES
  - OR 2 SCOREKEEPERS & 8 GAMES EACH

*\*If requested and approved by the commissioner, a 3rd coach can be added to the instructional leagues. If they fulfill this role, they can receive credit for their LSH. The 3rd coach does not receive a coaches jersey, but will have the option to purchase one. A 3rd coach is not applicable for LSH for intermediate and up.*

# 3RD INNING: LEAGUE SERVICE HOURS



## *League-Wide Roles*

Families can sign up for their league service hours during the season. These sign ups will be published on Sports Helper once the season starts.

### Examples of Roles:

Snack Shack: Prep, serve, clean & restock, etc.

Opening Day: Parade, decor, games, merch sales, baskets, etc.

Picture Day: Raffle, photographer support, baskets, etc.

Parent Banquet: Baskets, bar, raffle sales, set up, clean up, etc.

Poker Tournament: Set up, clean up, buy-ins, etc.

Misc. Tasks: Requests during the season (via newsletter)

*PHBA is one of the largest leagues in Northern California and one of the reasons is because of our families' volunteerism throughout the season.*



# 4TH INNING: ROSTER



During the month of January, commissioners are busy strategically rostering teams. On Jan. 21st, Managers & Coaches will meet with the commissioners and receive their team roster. You should hear from your Manager by Friday, Jan. 23rd with additional information on your Team Meeting.

Beginning Monday January 26<sup>th</sup> you can log onto SportsHelpers and select the Team Volunteer Role you would like to sign up for. Please keep in mind EACH team-specific volunteer role must be filled prior to equipment pick up on Saturday, January 31st or you will not be allowed to practice. Team uniforms will not be received until all team roles have been fulfilled.

**PRACTICES CAN START:  
SUNDAY, FEB. 1ST – 2 DAYS A WEEK (1 SATURDAY, 1 WEEKDAY)  
YOUR MANAGER WILL LET YOU KNOW YOUR PRACTICE DAYS ONCE  
THE TEAM MANAGER LOTTO IS DRAWN FROM JAN. 26-30**

*Remember: All your team roles must be filled in order to begin practice*



# 5TH INNING: SAVE THE DATES

The season starts fast and we have very little time to get everything ready to go!  
Here are some important dates to to plan for:

NEW TO LEAGUE OPTIONAL  
Q&A ONLINE: FEB 2ND 7PM

UMPIRE TRAININGS:  
START FEB 2ND  
EMAIL: RWRICE@PHBA.ORG

FIELD PREP TRAINING:  
FEB 22ND 9:00-11:00 PO1

SPORTSHELPER GOES LIVE:  
MON JAN 26TH  
SIGN UP FOR YOUR SERVICE HOURS

TEAM COORDINATOR & TEAM BASKET MEETING:  
FEB 9TH 7PM (ONLINE: SEE LEAGUE CALENDER FOR LINK)

SCOREKEEPER CLINIC:  
FEB 26 7-9PM OR FEB 28 10-12  
FOR NEW SCOREKEEPERS

GEAR SWAP:  
JAN 24TH 9:00-12:00  
DONATE AND TRADE GENTLY  
USED EQUIPTMENT

GAME SCHEDULE IS RELEASED:  
THE 3RD WEEK FEB  
2 GAMES A WEEK:  
1 WEEKDAY & 1 WEEKEND  
SCHEDULES WILL BE IN TEAM SNAP

OPENING DAY- MARCH 7TH:  
PARADE, FESTIVITIES &  
EVERYONE PLAYS THEIR  
FIRST GAME!

# 6TH INNING:



## *It's Baseball Season!*

### MARCH:

Saturday, March 7th:  
Opening Day

Friday, March 20th  
Poker  
Tournament

Saturday, March 21st  
Picture Day

### APRIL

April 6th-10th:  
MDUSD Spring Break  
(limited games scheduled)

Sunday, April 26th :  
SF Giants Little League  
Day

TBD  
Summer All Star Baseball  
&  
Summer Panthers Softball  
Tryouts

### MAY

Saturday, May 2nd:  
Parents Banquet

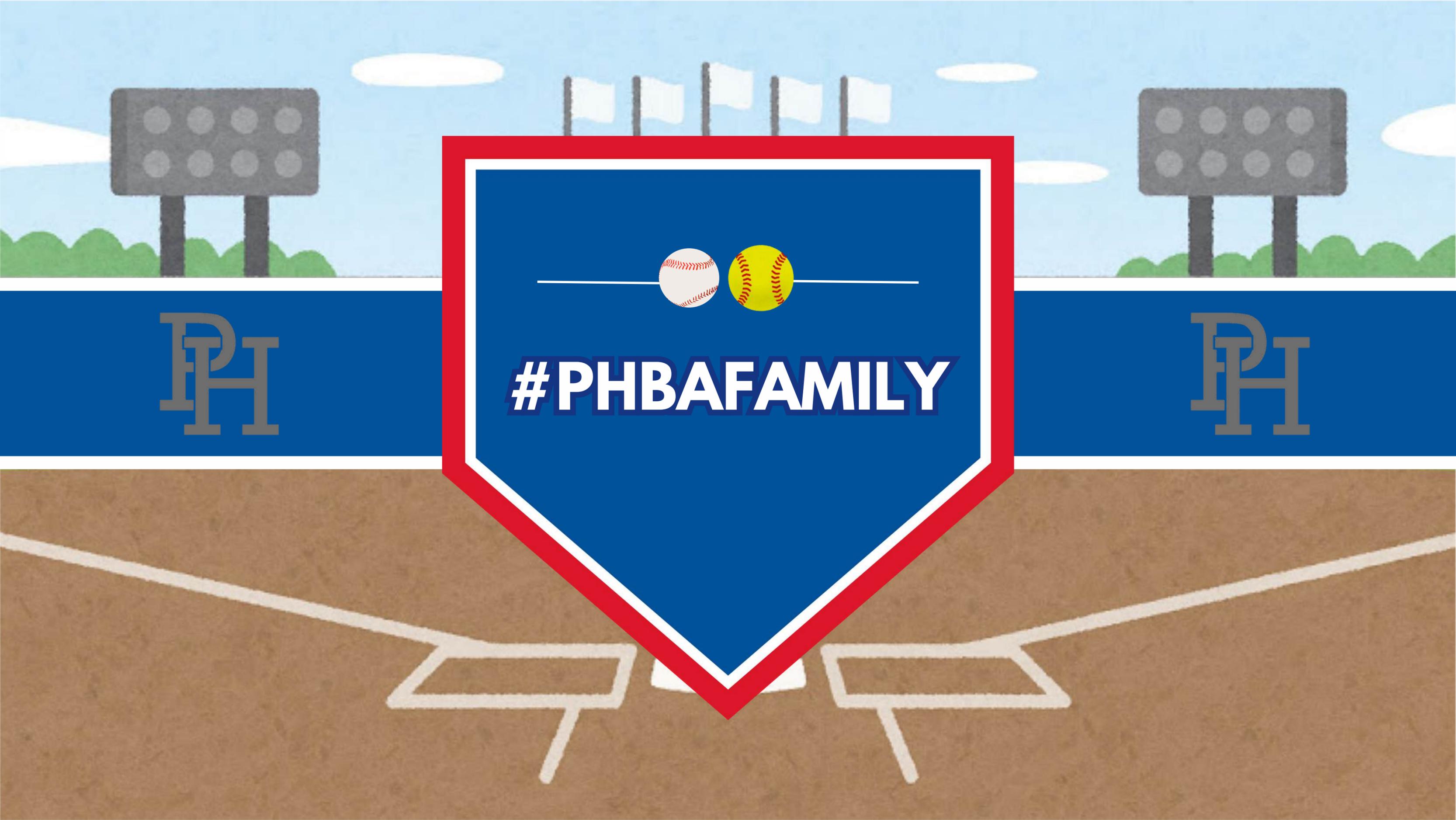
Saturday, May 30th:  
Championship Saturday

### JUNE

Friday, June 5th:  
Coaches/Umpire Picnic

Saturday, June 6th:  
Season All Star Saturday  
(chosen players from house ball)

Monday, June 15th:  
Service Hours Deadline



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**#PHBAFAMILY**

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