

St. Joseph Consolidated School Booster Club BYLAWS

Article I: Name

The name of this organization is the St. Joseph Consolidated School Booster Club hereinafter referred to as the Booster Club

Article II: Mission, Goals, Guiding Principles Purpose and Functions

Catholic Youth Athletics furthers the mission of the Catholic Church by providing sports experiences for youth that are firmly rooted in the Catholic faith tradition, based on the goals of Catholic youth ministry, and aligned with the evangelizing mission of the Catholic Church.

SJCS Boosters operates using the goals and guidelines of the Archdiocese and the Charter on Youth Athletics.

SJCS Athletes will participate in leagues that are in compliance with the Charter on Youth Athletics.

Goals. Catholic Youth Athletics is a form of youth ministry that leads young people closer to Christ, and takes its inspiration and direction from the 1997 U.S. Bishops' document, *Renewing the Vision – A Framework for Catholic Youth Ministry*. That document identifies three overarching goals for all youth programs in the U.S. Catholic Church:

Goal 1. Discipleship: to empower young people to live as disciples of Jesus Christ in our world today.

Goal 2. Participation: to draw young people to responsible participation in the life, mission, and work of the Catholic faith community.

Goal 3. Growth: to foster the total personal and spiritual growth of each young person.

Guiding Principles. The policies and best practices detailed in this Charter flow from these goals and are aligned with them. Since the Charter provides a framework of policies and best practices for elementary-age and parish-based athletics in the Archdiocese (except for the Excluded High Schools), the various athletics organizations, leagues, tournaments, teams, and practices that are a part of Catholic Youth Athletics will also reflect these overarching goals. The Guiding Principles are:

Discipleship, Faith and Family First: Catholic Youth Athletics proceeds from and should always include Christian discipleship in the Catholic faith, in support of the parents and families whose children participate. Charter policies and guidelines are developed with Christian discipleship, the Catholic faith, and family well-being as top priorities.

Evangelizing Mission: The whole Church and each of its members are called to the mission of evangelization; so too, is Catholic Youth Athletics a part of that mission. Participants, parents, families, coaches, athletics organizations, fans, and alumni – all those involved in some way in Catholic Youth Athletics – are invited into this evangelizing mission bringing the good news of Jesus Christ to a world much in need of it. The Charter establishes clear expectations regarding the evangelizing mission of Catholic Youth Athletics.

Responsible Participation in the Church: Catholic Youth Athletics will reflect the priority of regular, consistent, and responsible participation in the Church, in her worship, education, community, ministries and service to the world. The Charter includes policies and best practices affirming the priority of active participation in the Catholic faith community, including faith formation as well as worship on Sundays, Holy Days and during liturgical seasons.

Faith, Character and Virtue Development: In Catholic Youth Athletics, winning, performing, and succeeding are always subordinate to the development of faith, character and virtues in participants and their families. The Charter establishes policies and best practices regarding Christian behavior, good sportsmanship, and fair play for players, coaches, volunteers, athletics organizations, and parents, in line with the Great Commandments, the Ten Commandments, and the Golden Rule.

Trained and Competent Coaches and Athletics Leaders: Coaches and athletics leaders serving in

Catholic Youth Athletics understand their roles as forms of youth ministry leadership, and will get training that leads to competence not only in coaching a given sport, but also in modeling and sharing faith, developing young Catholic disciples, and helping young people and their families stay meaningfully connected to the Catholic Church.

Safety and Well-being of Children: The safety and well-being of young people in Catholic Youth Athletics are paramount. The Charter describes policies and best practices to promote the safety and well-being of children.

Good Stewardship and Accountability: Athletics organizations and leagues that serve the parishes and schools of the Archdiocese should demonstrate good stewardship of money and other resources, with trustworthy and transparent systems of financial accountability.

The Purpose of the Booster Club is to promote and support all school athletic programs

The specific functions of the Booster Club are as follows:

1. To support and promote athletics at SJCS
2. Ensure a smooth and proper flow of business meetings and activities involving the Booster Club
3. Any funds generated by the Booster Club shall be directed to the advancement of the support of SJCS athletics
4. To raise funds through a variety of fundraisers to support the boys and girls athletic teams financial needs as determined by the coaching staff in conjunction with the SJCS Booster Club Board
5. To provide support at home games
6. Attend and participate at SJCS athletic games and other scheduled activities
7. Promote fan support, spirit, sportsmanship, team unity and Christian values
8. Represent SJCS at CYO/CYA meetings and functions
9. Work cooperatively with the principal and SJCS and Pastoral Administrators of St. Joseph and St. Alyosius to ensure that the athletic programs are founded in Christian principals

Article III: Membership

There shall be one type of membership open to all persons who subscribe to the purposes and objectives of this club. Membership in the Booster Club shall be open to all adult family members of SJCS children, employees of SJCS and parishioners of St. Alyosius and St. Joseph Churches with children participating in CYO sports.

Article IV: Meetings

The booster club will have two types of meetings, General and Executive Board. A quorum for any General Membership meeting shall be those members in attendance. General meetings are publicized in advance, open to all Booster Club members.

The other type of meeting is the Booster Club board meeting. Scheduled alternate months from September through April unless the executive board designates otherwise. Regular meetings will not typically be held in the months of June and July. Meetings begin at 7:00 pm and continue until completion of business. Traditionally, the Booster Club Board members and coaching staff attend the meetings where business is conducted on behalf of the Booster Club Members. A quorum for a Booster Club meeting shall be a simple majority of the board.

In addition, special meetings go the general membership of the Booster club may be called either by the President of a majority vote of the members of the Board.

Voting at both General and Board meetings shall be by voice except as directed by the presiding officer. Any positions contested during elections shall be determined by written ballot.

Article V: Order of Business

The order of business for the conduct of the Booster Club meetings is:

1. Call to order, prayer
2. Review of preceding meeting’s minutes
3. Treasurer’s report
4. Committee reports
5. Coach’s comments
6. Unfinished business
7. New business
8. Elections
9. Adjournment, prayer

Article VI: Officers

The Executive Board consist of 5 members, including the officers of the organization, shall manage the business of this organization. All board members shall be parents, guardians and/or grandparents of a participant in SJCS athletics. The board reports to the Principal and Pastoral Administrator. The Principal and Pastoral Administrator have authority over the board. The board shall be comprised of a President, Vice-President, Secretary, Treasurer and Athletic Director. The board may nominate/elect a Committee Chairperson(s) as needed. Only the positions listed below shall be eligible to vote on matters brought before the Board. Each position shall have one vote. The board shall serve during a calendar year starting immediately after the April election. The executive board shall determine a budget for the program. Each Executive Board Member is expected to attend all board meetings, special meetings and regular booster club meetings. The Booster Board positions, with roles, responsibilities and succession are as defined below:

1. President (2 year term)

The president instructs other officers in their duties, provides overall direction, coordinates all Booster Club actives, conducts periodic meetings and supports officers in performance of their functions. The president is the primary point of contact to school administration and Booster members. The president is responsible for executing policies established by the Board, investigating complaints and reporting them to the Board as necessary. The president is also responsible to organize appropriate committees to ensure smooth operation of SJCS athletics.

2. Vice President (2 year term)

The Vice President assists other officers in the duties as needed.

3. Secretary (2 year term)

The Secretary is responsible for recording the actives of the Boosters and maintains appropriate files, mailing lists, background checks and other necessary records. The secretary also supports other officers as needed. The secretary is the official custodian of SJCS Booster By-laws, 06-04-2013 3

the records and records are stored at SJCS. All records of the organization shall be maintained and destroyed in accordance with law and standard record retention guidelines as follows

RECORD	HOW TO STORE	PERIOD OF TIME
By-laws	Compile and File on a yearly basis	Permanent
Year-end Treasurer’s financial report/statements	Compile and File on a yearly basis	Permanent
Treasurer's reports, periodic	Compile and File on a yearly basis	Three years, Store with financial records. Destroy after 3 years
Meeting minutes	Compile and File on a yearly basis	Three years. Destroy after three years
Bank statements, canceled	Compile and File on a yearly basis	Seven years. Store with

checks, check registers, invoices, receipts, cash tally sheets, investment statements and related documents		financial records. Destroy after seven years.
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4. Treasurer (2 year term)

The Treasurer is responsible for collecting all money due to the Booster Club, keeping an accurate record thereof, and depositing those funds in the name of the club in the bank selected by the executive board. The treasurer shall present a full report at each regular meeting or at any time upon request. Bills will be paid upon receipt not later than thirty (30) days after the incurred expense. Finances will be totally transacted through a checking account under the name of the Booster Club. All accounts held by the Booster club shall require the (2) elected officers (not related to each other or living in the same household) as account holders in addition to the Pastoral Adviser. Checks to the club shall be made payable to the SJCS Boosters. Executive Board Members shall be permitted to request copies of statements from the banking institution as needed.

5. Athletic Director (2 year term)

The Athletic Director is the point of contact to the Coaches. The Athletic Director, Sport Coordinator and President shall investigate complaints and report to the Board as necessary.

6. Standing Committee Chairpersons

From time to time it may be necessary to appoint a committee chairperson for a special task. This may be done at the discretion of the president with approval of the executive board. Standing Committee Chairpersons do not vote on Executive Board issues. Secretary, Treasurer, Athletic Director and Committee Chairs report to the president and are responsible for coordinating their activities with the President. Collectively, the officers form a board which meets periodically when requested by the president for various purposes, brainstorming, making decisions or recommendations, etc.). The elected officials shall have the power to transact the business of the club between meetings.

Article VII: Elections

1. Nominees for the next year's Board Members shall be held at the *March* general meeting where any member 21 years of age or older may be nominated for an office and nominations seconded. Each nominee must accept or decline his nomination at this time.
2. The elections of officers shall be held at the March general meeting after conduction of regular business is completed
3. Voting shall take place by secret ballot except when there is only one nominee in which case the vote shall be done by voice. The president shall declare if the majority is received in the event of a voice vote.
4. The president will appoint two (2) people to count the ballots after each vote. Results will be announced immediately before the next vote for office is taken.
5. The President shall be the first officer elected and shall assume the responsibilities of the office after the installation of the newly elected officers.
6. The terms shall run for 2 years from April 1 to March 30.
7. There is no limitation on the number of terms during which a board member may serve.

Article VIII: Removal

1. In the event an officer is not in attendance for three (3) consecutive meetings, he or she be automatically removed from office and replaced at the next meeting
2. In the event an officer states publicly that he or she wishes to retire, the three (3) meeting clause is voided and he or she is automatically removed and replaced at the next meeting.
3. In the event an officer expires, he or she shall be replaced at the next meeting
4. In the event a Committee Chairperson is not in attendance for three (3) consecutive meetings, he or she will be replaced.

Article IX: Amendments

1. Amendments to the by-laws may be proposed by the Board of Directors or by petition of members of the general Booster Club. The by-laws may be amended by a majority vote of those Booster Club Board Members present and voting at a Booster Club meeting, convened specifically for that purpose
2. A thirty day review period will be required to change or amend any current Booster rules.

Article X: Miscellaneous

1. Spending limits
 - a. Expenditures shall be approved by a simple majority at a scheduled meeting, conference call or email
 - b. All expenditures are subject to bidding at the discretion of the Board
 - c. Spending should be done in accordance with the approved budget.
2. Relationship to school:
 - a. The SJCS Principal or Pastoral Administrator has veto over any action of the Booster Club
 - b. The Booster Club has no authority to direct any school employee in any of his or her duties
 - c. Booster Club Officers or Members may not assume duties that are the responsibilities of SJCS staff members.
3. Termination
If the Booster Club disbands or ceases to operate, its funds and property will be dispersed to SJCS

The Mailing address of the group is:
SJCS Athletic Boosters
925 South Second Street
Hamilton Ohio 45011

Article XI: General Fund

1. The General Fund shall consist of participation fees, donations (personal and business), sponsorship and fund-raising proceeds
2. The executive board shall make decisions on how the booster club's General Funds are spent
3. Spending should be done in accordance with the approved budget
4. Requests for funds should be submitted in advance in writing using the "Boosters Request for Funds" Form
5. Proceeds from fund-raising events may be targeted for specific needs or events
6. Any equipment purchased with booster club funds will be the property of SJCS
7. Fund raising shall be generated by various activities throughout the year. The general membership will decide which activities will be conducted and where the proceeds will be directed
8. Delinquency of fees may result in an athlete's ineligibility to play until all outstanding fees and or requirements are paid in full
9. Failure of an athlete to return uniforms, equipment, etc. that are the property of the club can result in held report cards, school records, etc.
10. Suspending an athlete's participation due to academic performance or behavior is at the discretion of the principal of SJCS.
11. The Board may provide scholarship or hardship assistance to athletes as deemed on a case by case basis.

Article XII Eligibility

Determining Eligibility. Eligibility for participation on a Catholic Youth Athletics team shall be determined by the following:

Parish registration: The participant's parent or legal guardian is registered with the parish sponsoring

the team. If the parents of a participant are registered at more than one parish, the child is expected to play in only one parish per school year (July through June);

OR

Catholic elementary school: The participant attends a Catholic school sponsoring the team. If a participant from one parish attends another parish's school, or a non-parish school, the participant may participate either on the team(s) of the school they are attending, or the parish's team(s);

OR

Unaffiliated participants: Children (Catholic or non-Catholic) who are not registered with a Catholic parish or attending a Catholic school may participate in Catholic Youth Athletics only by special application and permission by the parish Pastor, or non-parish school principal), the athletics organization(s) and the league(s).

Terms of Team Membership. In any case, the participant is expected to play for that same parish or school for the rest of that school year, unless the family residence moves to a different locale and parish, in which case a change is permitted. If an individual's parish or school sponsors a team in a particular sport, the individual is to participate on that parish's or school's team and is not permitted to play for a different parish or school without written approval by the parish Pastor, or non-parish school principal, the athletics organization(s) and the league(s), on a case-by-case basis.

Religious education requirements.

Catholic participants: Catholic participants will be enrolled in and regularly attend the parish's or school's religious education in the current school year (which may be scheduled during the summer or the school year). Three or more unexcused absences from religious education sessions will normally result in suspension from the team. Legitimate excused absences such as due to illness will be assessed on a case-by-case basis at the local level.

Non-Catholic participants in Catholic schools: In the case of non-Catholic children enrolled in Catholic schools, they are eligible to play provided they attend the school's religious education classes in the current school year.

Non-Catholic participants in Catholic parishes: In the case of non-Catholic children whose parents have enrolled in RCIA or are otherwise in the process of becoming Catholic, they are eligible to play provided they are enrolled in and regularly attend the parish's religious education in the current school year. Missing three or more religious education sessions will normally result in suspension from the team.

Unaffiliated participants: Unaffiliated participants are not required to attend religious education, but may be welcomed and encouraged to do so.

Other Eligibility Requirements. The athletics organization of a parish or school has the right to establish in its Organizational Documents additional criteria for eligibility, with the approval of the Pastor or non-parish school principal, and may deny team membership to any otherwise qualified individual based on those criteria, provided the criteria are aligned with the mission, goals, principles, policies and guidelines of this Charter.

Where Participants May Join Teams. Determination of the parish or school where a child is eligible to join a team is based on (i) the home parish where the parents and family are registered; then (ii) the school (in the case of non-parish schools); then if neither the child's home parish nor school offers a given sport, (iii) proximity to the child's residence. In this case, distance considerations are expected to radiate out in all directions from the child's primary residence, as follows:

The first request for participation is expected to be made to the parish/school that is closest to the individual's residence. If the closest parish/school does not have a team, or doesn't accept the individual, the individual may play for the second closest parish, and so on.

A parish that cannot provide a complete team in a particular sport, but has children interested in participating, can either a) place them on another parish team geographically adjacent to the parish that cannot field a team, or b) form a combined team with one or more adjacent parishes, in which case all children from a given parish are expected to play for that team.

If no parish or school is able to accept an individual, the league and/or the Commission may assist in placing the individual in an appropriate program.

Article XIII: Safety and Well-Being of Children

Archdiocese of Cincinnati Decree on Child Protection. The provisions of the Archdiocese of Cincinnati *Decree on Child Protection* must be followed by participating organizations, meaning that the Archdiocese of Cincinnati *Decree on Child Protection* and all related policies and recommendations are in full effect, *including the following sub-points of 4.3.1 which have been excerpted verbatim from the Decree* (visit the Archdiocesan website to review the *Decree* in its entirety):

- (a) Regular and occasional volunteers: For purposes of the *Decree*, a “regular volunteer” is an adult who is not a cleric or employee (for example, a catechist, scout leader, coach, server coordinator, etc.) who functions in a regular relationship having contact with children. This includes interns, student teachers and others in similar capacities. For example, a regular volunteer is one who has contact with children on any overnight event; on at least a monthly basis; or in a multi-day program (e.g. Vacation Bible School). A regular volunteer has contact with children at least once a month, or participates in any overnight event with children. It does not include the occasional volunteer such as a driver or chaperone whose contact with children is less than one hour per month for activities that are not overnight.
- (b) VIRTUS®: (A.3 Policy) All candidates for ordination, clerics, regular volunteers and employees who have contact with children must attend a VIRTUS® Child Awareness Session on the *Decree* before they have contact with children. Responsible supervisors who hire personnel furnished by a third party contractor who have contact with children, or who utilize auxiliary services personnel, are to inform such personnel of the existence of the *Decree*, inform them of the requirements of the *Decree* which pertain to them (for example, the C.9 Policy), and give such personnel the option of attending a VIRTUS® Child Awareness Session on the *Decree*.
- (c) Fingerprinting and Background Check: Background checks through fingerprinting or otherwise in a manner approved by the Chancellor in accord with the current policies of the Archdiocese must be performed on adults as follows: candidates for ordination, clerics, regular volunteers (see definition above) and employees may not have contact with children until an acceptable background check through fingerprinting or otherwise in a manner approved by the Chancellor is completed in accord with the current policies of the Archdiocese.
- (d) Recruiting Volunteers: Those persons who recruit volunteers to work regularly with children in the parishes, schools, agencies and institutions of the Archdiocese must exercise caution in selecting volunteers. No volunteer has the right to insist on a particular volunteer position. If there is any cause for concern in a particular case, the matter should be brought to the attention of the responsible supervisor for further review.
- (e) Permission, Health Information and Release of Liability Forms: A child may participate in an organized program sponsored by a parish, school, agency or institution of the Archdiocese only with the written consent of the child’s parent or guardian on a standard *Permission, Release and Medical Power of Attorney* form (available online at the Archdiocese website at www.catholiccincinnati.org). Such written consent is expected to provide for emergency care of the child, as warranted by the program or activity.
- (f) Minimum of Two Adults, Gender Ratio, Etc.: For any activity sponsored by the Archdiocese of Cincinnati, at least two adults, both of whom have successfully completed a VIRTUS® Child Awareness Session and background check through fingerprinting or otherwise in a manner approved by the Chancellor in accord with the current policies of the Archdiocese, and who are not related to each other, must be present for any activity, including but not limited to after school tutoring of any sort (whether the tutor is hired by the parents or not).

Moreover, the number and gender of the adults are to be in proportion to the age, number and gender of the participants, and the duration and difficulty of the activity. Prudence is required in applying this policy to different age groups, length of activity and the risk level of the activity.

1. A ratio of 1:10 is recommended;
2. Whenever there is a mixed group of boys and girls it is preferred that one adult of each gender is present. The proportion of male / female chaperons should be similar to the proportion of the children;
3. Single sex athletics must have at least one adult of the same gender as the players (e.g., in case of injury or illness requiring attention in a rest room).
4. Whenever possible, one of the adults should be a parent or guardian of a participant.
5. No child may be disciplined corporeally or corrected with abusive language.

Concussions. Head injuries can happen in any sport. Catholic Youth Athletics should comply with state law (see [Ohio HB 143](#) for more details) as regards concussions, including:

Before practice or play begins for each sport or season, the parent or guardian of each participating child should review and sign the head injury information sheet required by Section 3707.52 of the Ohio Revised Code and available at www.healthyohioprogram.org/concussion.

Before beginning to coach or officiate, coaches and officials in Catholic Youth Athletics should receive training on concussions and the requirements of Ohio law.

Heat, Inclement Weather, Lightning, Thunder and Thunderstorms

Lightning, Thunder: When thunder is heard or a lightning bolt is seen at a practice or competition, teams will suspend play and take shelter immediately. Once play has been suspended, play or practice will not resume until approximately 30 minutes has passed since the last thunder was heard or lightning flash witnessed.

Heat: To prevent heat illness (i.e. heat cramps, heat exhaustion, or heat stroke), when there are high temperatures, leagues, athletics organizations, coaches and teams should exercise prudence (such as by monitoring athletes closely, limiting practice duration, allowing lighter clothing, providing frequent fluid breaks for rehydration, and/or providing for shade).

Best Practice – Inclement Weather: When at outdoor practices and competitions, coaches, athletes, game officials and administrators should be aware of potential inclement weather and the signs that indicate thunderstorm development. It is advisable to monitor local weather forecasts the day before and morning of the practice or competition and by scanning the sky for signs of potential thunderstorm activity. Weather can also be monitored using small, portable weather radios from the National Weather Service (NWS). The NWS uses a system of severe storm watches and warnings. A watch indicates conditions are favorable for severe weather to develop in an area; a warning indicates severe weather has been reported in an area, and everyone should take proper precautions.

Best Practices – Safety of Parish or School Gymnasiums, Athletics Fields, Athletics Facilities. The maintenance, upkeep, and general condition of a Facility are the responsibility of the parish or non-parish school that owns the Facility.

Coaches and adult athletics leaders should take care to ensure that their children are using Facilities that are safe and secure, including:

Gymnasiums: Paying attention to any apparent damage to backboards, bleachers, and other seating that could render such items unsafe. Gymnasiums that lack sufficient space outside the boundaries of play can pose safety risks to larger players whose momentum could carry them into walls or

chairs; accordingly, it is recommended that athletics events for larger children be scheduled in larger gymnasiums.

Athletics Fields: Before beginning practice or play, coaches or athletics leaders should inspect the field(s) for any unsafe conditions.

Postponing or Canceling: If it is apparent that the condition of a Facility may pose a risk of injury, coaches and athletics leaders are expected to postpone or cancel events until a safe Facility is available, and any such postponement or cancellation will not incur a penalty.

Reporting: Any problems with a Facility should be reported to (i) the leaders of the parish, or non-parish school, responsible for the Facility, and (ii) the league leaders who schedule athletics events at the Facility. If the problems persist and as a result there are ongoing safety risks, the coaches, athletics leaders, league leaders or concerned parents should contact the Commission.

Article XIV: TRANSPORTATION

It is the responsibility of the parent or guardian of the the athlete to arrange transportation. SJCS does not provide transportation to athletic events or practices.

Article XV: Coaches

Coach Recruiting and Selection.

Age Requirements:

Head coach (at high school or elementary levels): A head coach should be at least 21 years of age and in compliance with the *Decree on Child Protection*. Compliant with state of Ohio concussion training.

Coach (at elementary level): At least 19 years of age, a high school graduate, and in compliance with the *Decree on Child Protection*. Compliant with state of Ohio concussion training.

Criteria:

In recruiting and selecting coaches for teams, athletics organizations are expected to seek out, recruit and select persons based on these criteria:

Virtues: Lives the values and virtues of the Catholic faith whether or not a member of the Catholic Church. Ensure that prayer takes place at each game and practice.

Capabilities: Knowledgeable about coaching children in a particular sport.

Rapport: Exhibits a positive rapport with both children and adults.

Maturity: Exhibits appropriate maturity (e.g., level-headed, able to control temper, take responsibility for mistakes, accept criticism).

Commitment: Able to commit the time necessary for preparation, practices and games.

At least one coach of a SJCS team should be the parent of a player.

In large organizations with athletics directors and/or head coaches, they are preferred to be active, practicing Catholics in good standing with the Church and active in their parishes.

Minimum Requirements for Coach Preparation.

Compliance with Archdiocese of Cincinnati *Decree on Child Protection*

Compliance with state laws regarding Concussion training.

If a player exhibits signs, symptoms, or behaviors consistent with having

sustained a concussion or head injury while participating in practice or competition, the player shall be removed from the practice or competition by either of the following: (i) The individual who is serving as the student's coach during that practice or competition; or (ii) an individual who is serving as a referee or official during that practice or competition. Parents are expected to be notified of the injury as soon as possible.

If a player is removed from practice or competition, under Ohio law the coach or referee who removed the player must not allow the player, on the same day the player is removed, to return to that practice or competition or to participate in any other practice or competition for which the coach or referee is responsible. Thereafter, under Ohio law the coach or referee shall not allow the player to return to that practice or competition or to participate in any other practice or competition for which the coach or referee is responsible until both of the following conditions are satisfied: (i) The student's condition is assessed by a physician or other authorized licensed health care provider; and (ii) the player receives written clearance that it is safe to return to practice or competition from a physician or other authorized licensed health care provider.

ARTICLE XVI: Playing Time

Instructional, Recreational and Competitive Designations. These designations are defined as follows to assist athletics leaders in establishing age-appropriate practices and in clarifying playing time:

Instructional (Up to and including Grade 5): Respecting their young age and the well-being of their families, instructional play will take place in a single league, include no more than two tournaments in addition to the league tournament, and with teams of roughly equal skill in that sport. (See below for playing time norms in instructional athletics).

Recreational (Grades 6-12): For the purposes of this Charter, it is assumed that all Catholic Youth Athletics are recreational unless otherwise designated as competitive. (See below for playing time norms in recreational athletics.)

Competitive (Grades 6-12): Teams and leagues that opt for the competitive designation will publish that designation so that players, parents and families are clear on playing time expectations and any other differences from recreational athletics. (See below for playing time norms in competitive athletics.)

Expectations Regarding Playing Time. Whatever the league, the level, or the team, it's vital that all (i.e., children, parents, coaches, athletics leaders) are clear in advance on expectations regarding playing time, and how it will be monitored and maintained through the season. Even in leagues and on teams that are competitive, all children have a right to full team membership with roughly equivalent privileges and responsibilities, without nepotism or favoritism, including playing time in accord with the following:

Instructional athletics (up to and including Grade 5): Children are expected to have roughly equal playing time in practices, games and tournaments, monitored and maintained through the season by the coach or other athletics leader.

Recreational athletics (Grades 6-12): An athletic activity is assumed to be recreational unless explicitly and publicly designated as competitive. Children in recreational athletics should have roughly equal playing time in practices, games and tournaments, monitored and maintained through the season by the coach or other athletics leader. Coaches may limit playing time as a disciplinary measure (for example, as a consequence for missing practices, consistent tardiness, or other infractions).

ARTICLE XVII Scheduling Criteria: Sundays, Triduum, and Religious Education.

Sundays and Holy Days: No scheduling of athletics activities (including games, practices, tournaments, and other meetings) at parishes, schools or at Facilities, on or off-site, on Sundays and Holy Days before 1:00pm (e.g., 1:00pm kickoff, tipoff, starting whistle, etc.). Also, no scheduling of athletics activities on-site at Catholic parishes that adversely affect the parish's worship (for instance due to noise or parking problems) during Saturday and Sunday afternoon and evening liturgies.

Triduum: No scheduling of athletics activities (including games, practices, tournaments, and other meetings) on Holy Thursday, Good Friday, Holy Saturday or Easter Sunday.

Religious education and sacramental preparation: Athletics activities (including games, practices, tournaments, and other meetings) are not to be scheduled when the children involved normally would be attending religious education, sacramental preparation programs and the like. If conflicts occur, programs of religious education, sacramental preparation and the like take precedence. Coaches are expected to support the faith formation of their players, and in no case are children to be penalized (for example, being required to sit out all or part of a game) by coaches or athletic leaders for missing a practice or game due to participation in such programs.

Competitive athletics (Grades 6-12): An athletic activity is assumed to be recreational unless explicitly and publicly designated as competitive. In teams and in leagues designated as competitive, minimum standards for playing time that are reasonable and appropriate to the sport will be established by those teams and leagues, made public, monitored and maintained through the season. It is expected that competitive teams will be formed no earlier than 6th grade, unless otherwise granted an exception by the Commission. If 5th and 6th grade students are combined into a single team (necessitated by numbers of available players) the norms applicable to 6th grade students will apply. At the competitive level of play such standards do not guarantee that every player in every game will be provided playing time. For health and safety reasons standards may vary by sport and playing time may vary by game. The enforcement and administration of playing time expectations reside with the parish, or non-parish school, athletics organization. Coaches may limit playing time as a disciplinary measure (for example, as a consequence for missing practices, consistent tardiness, or other infractions).

League role: Leagues will support playing time norms; however, leagues are not responsible for enforcement and administration of them.

Provided they meet the minimum standards described here, parishes, and non-parish schools, may enhance, increase or add to these playing time requirements to ensure fairness.

Non-Discriminatory Practices

Discrimination. Discrimination based on ethnicity, nationality, gender and race is contrary to Catholic moral teaching and is unacceptable in Catholic Youth Athletics. This applies in particular to:

Scheduling (e.g., preferential treatment to boys' over girls' sports);

Team formation (e.g., selections based on race, ethnicity or nationality); and

Playing time (e.g., decisions based on race, ethnicity or nationality).

School day evening competitions and practices: On school days (other than Fridays) no competitions or practices should be scheduled to start after 8:30pm.

“Playing up” and “playing down”: Decisions to move children to a higher (“up”) or lower (“down”) level of competition should be made by competent and conscientious league and athletics leaders, with the needs, safety and well-being of the children paramount. If a person is moved “up” or “down” to complete a team, or due to size, weight or age, that person is expected to stay there for the duration of the season. Playing “down” a larger or more athletic child in order to increase the competitiveness of a team is prohibited.

ARTICLE XVIII CONFLICTS

1. Conflicts will be addressed by the Athletic Director, Principal, Spiritual Liaison and Pastoral Administrator as needed
2. Any areas not addressed by SJCS Booster By-laws will defer to the Archdiocese of Cincinnati Charter on Catholic Youth Athletics and the VIRTUS program.

ARTICLE XIX CODE OF CONDUCT

There are four sections to the Archdiocese of Cincinnati Catholic Youth Athletics Code of Conduct, as follows:

Spirit of Catholic Youth Athletics

Treat everyone with respect and love according to the Great Commandments: “You shall love the Lord, your God, with all your heart, with all your soul, and with all your mind. This is the greatest and the first commandment. The second is like it: You shall love your neighbor as yourself. The whole law and the prophets depend on these two commandments.” Matt. 22:37-40

Demonstrate good sportsmanship, patience, manners and an attitude indicative of the spirit and mission of the Catholic Church.

Adherence to Laws, Rules and Policies

Catholic canon law and Archdiocesan laws and policies including, but not limited to, the Archdiocese of Cincinnati *Decree on Child Protection*.

Federal, state, and local laws and ordinances.

The mission, goals, principles, and policies of the Archdiocese of Cincinnati Charter on Catholic Youth Athletics, and those of the Organizational Documents of participating athletics organizations and leagues.

Specific Violations

Eligibility: Violation of the eligibility policies of the Archdiocese of Cincinnati Catholic Youth Athletics Charter, including using an ineligible player.

Recruiting: No recruiting for athletic purposes or to enhance a team’s competitive advantage is permitted.

Leaving the field of play: No team may leave the field, floor, game or tournament because of dissatisfaction with the officials, or their decisions.

Losing control: Coaches are expected to control their own conduct and the conduct of their players and report to the league and Commission instances where opponents, officials, parents, or fans have failed to control their own conduct.

Running up the score: It is not permitted to humiliate an opposing team by playing in such a way so as to intentionally run up the score after the outcome of the game is no longer in question.

Inappropriate communication and behavior: The use of inappropriate, insulting, disrespectful, bullying and demeaning language or behavior before, during or after meetings, practices or games by players, coaches, officials, parents, fans, site personnel, volunteers, or others involved in any parish athletics program is prohibited. Also prohibited are physical intimidation and the use of profane, vulgar, abusive or sexually-oriented language, in oral, written or electronic forms of communication (such as texting or email), by players, coaches, officials, parents, site personnel, volunteers, or fans.

Escalating behaviors: Behaviors that incite others to act in ways that are in direct conflict with the spirit of Catholic Youth Athletics are prohibited.

Vandalism and theft: There will be no vandalism, theft, or destruction of property at any athletics venue.

Alcohol, tobacco, illegal controlled substances: No alcohol, tobacco, or any illegal controlled substance is permitted at practices, league competitions, or tournaments where children are present. Athletics organizations are expected to establish and communicate zero tolerance

policies regarding alcohol, tobacco, and illegal controlled substances at competitions, tournaments and gatherings where children are present.

General Violations. Activities that are contrary to the mission, goals, principles, values, provisions or spirit of Catholic Youth Athletics as described in the Charter are prohibited.

Coaches are responsible for the behavior of their players during practices, games, meetings, and tournaments.

Parents are responsible for their own behavior, and the behavior of children in their care.

Best Practice – Partnership of coaches and parents: Coaches and parents should be partners in establishing and maintaining the Code of Conduct.

Ejection and Suspension: Sanctions for Non-Compliance with the Code of Conduct. Participation on a team and attendance at practices and games are privileges not rights for players, coaches, parents and fans. In the case of a violation of the Code of Conduct, a coach or other official or authorized leader may choose to deliver a warning, or if the violation warrants it the individual may be ejected and suspended, as follows:

Ejection: A coach, parent, or fan who is ejected for any reason must leave the premises (including the field of play, stands, and adjacent areas such as nearby parking lots) and shall be suspended for the next scheduled game. A player who is ejected from the game is not required to leave the premises. However, if a player (or child fan unaccompanied by an adult) is ejected and required to leave the premises, that child should be supervised by at least two adults until the child is directly under the supervision of a parent or guardian, in compliance with the *Decree on Child Protection*.

Suspension: An individual who is suspended shall be prohibited from attending the next game. Suspensions for egregious violations may include multiple games, practices, and other team activities at the discretion of athletics leaders.

Suspension shall follow ejection as a consequence of the violation. Any violation of the suspension or a subsequent violation shall trigger an escalating series of responses, as follows:

SANCTIONS

<u>Violation</u>	<u>When/Where Occurred</u>	<u>Sanction</u>
First	Before, during, or after a game or practice	Ejection for the rest of the game or practice; attendance at next game prohibited
Second	Before, during, or after a game or practice	Ejection for the rest of game or practice; attendance at next two games prohibited.
Third	Before, during, or after a game or practice	Attendance at practices, games and any other team activities is prohibited for the rest of the season.

ARTICLE XX: League and Tournament Participation

Approved leagues and tournaments: Athletics organizations are expected to participate only in leagues approved by the Pastor, principal of a non-parish school, or the Commission on Athletics. Tournament participation is limited to tournaments sponsored by leagues, or parishes or schools within the leagues.

Tournament fees: Assistance with tournament fees is provided on a case-by-case basis as approved by Boosters and the annual budget

Tournament play should be limited.

Uniforms: Team uniforms are for parish- and/or school-sanctioned activities (games, tournaments, pep rallies, etc.). Teams are not to wear their uniforms outside parish and/or school-sanctioned activities.

ARTICLE XXI: SPIRITUAL LIASON

Catholic: The Spiritual Liaison should be an active Catholic in good standing with the Church. The Spiritual Liaison may be ordained, religious or lay, a paid staff member, or a volunteer.

Appointed by Pastor or principal: In a parish, the Spiritual Liaison should be appointed by the Pastor and report directly to him or his designee. In a non-parish school, the Spiritual Liaison should be appointed by the principal or his or her designee.

Duties:

Communication: Responsible for communicating the spirit, mission, goals and principles of this Charter to all in the athletics organization.

Meetings and monitoring: Ensure that the annual coaches' ministry meeting(s) is (are) scheduled. Attend the annual coaches' ministry meeting(s) and monitor attendance at such meetings by the coaches.

Promote ministry spirit: Assist coaches in implementing a spirit of ministry, as reviewed annually at the Coaches' ministry meeting, in practices and games throughout the season.

Evaluations: Participate in end-of-year evaluations of coaches and discussions regarding their return for future years.

Resources: Provide resources, including prayers and other resources, to assist coaches in their youth athletics ministry.

Listening: Be a listening ear outside of the athletics organization for coaches, parents or athletes.

Develop guidelines: In consultation with the Pastor, or principal of a non-parish school, and athletics organization leadership, establish any guidelines to be fulfilled by coaches or teams to integrate Catholic/Christian faith and spirituality more fully into the athletics programming.

Grievance Committee: The Spiritual Liaison should be a member of the athletics organization Grievance Committee.

Evaluation: An annual review of the Spiritual Liaison should take place with the Pastor, or principal of a non-parish school, or designee, with input from coaches and athletics organization leadership.