

St. Ignatius Athletic Association's By-Laws

ST. IGNATIUS ATHLETIC ASSOCIATION

5222 North Bend Road
Cincinnati, Ohio 45247

Article I NAME AND FISCAL YEAR

The name of this organization shall be the St. Ignatius Athletic Association (the "Association").
The Association shall function on a fiscal year basis from July 1 to June 30.

Article II PURPOSE

The purpose of this organization is the promotion and advancement of the welfare of the children of families that are active members of St. Ignatius Parish and:

1. enrolled in St. Ignatius school or
2. enrolled in other private catholic education programs or
3. enrolled in St. Ignatius sponsored PSR program.

The organization will:

1. sponsor and equip the athletic teams and encourage participation in leagues approved by the Executive Committee.
2. ensure that the principles of good sportsmanship are instilled and incorporated into the character of the participating children.
3. encourage and support other activities as approved by the Executive Committee of the St. Ignatius Athletic Association.
4. maintain Christian behavior and academic achievement.

Article III THE MISSION, GOALS AND GUIDING PRINCIPLES OF THE CATHOLIC CHARTER ON YOUTH ATHLETICS BY THE ARCHDIOCESE OF CINCINNATI

1.2 Mission:

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.

1.3 Goals and Guiding Principles:

1.3.1 *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.

1.3.2 *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:

(a) **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.

(b) **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.

(c) **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.

(d) **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.

(e) **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.

(f) **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.

(g) **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.

In and through the experience of Catholic Youth Athletics, children and their families will better follow Christ, be drawn closer to the Church, and will grow in character, virtues, and Christian service. The provisions of this Charter have been developed to make this mission a reality in the Archdiocese of Cincinnati.

Article IV **THE EXECUTIVE COMMITTEE**

The **Executive Committee** will consist of the immediate Past President, President, Vice-President, Secretary, Treasurer.. The **Executive Committee** will form and enforce all Association policies. Each member of the **Executive Committee** is entitled to one vote in the affairs of the Association. The **Executive Committee** will always conduct the business of the Association in the best interest of the membership and be responsive to the opinions of the membership at large.

Article V **DUTIES OF THE EXECUTIVE COMMITTEE**

The President shall preside at all Association meetings. In the absence of the President, the Vice-President will assume the President's duties. The Secretary shall keep a record of all Association meetings and read to the Association all official communications. The Secretary shall also keep a roster of those who attend meetings. The Treasurer shall receive, record and deposit all receipts and shall make payments of all bills approved by the Coordinators. The Treasurer shall present a cash report to the Association **as well as the parish at each monthly meeting**. We will compare budget to actual results on a quarterly basis.

Article VI **COORDINATORS**

Each Coordinator will serve a minimum of a two-year term of office. Each Coordinator will select the coaches for his/her sport's team, and will propose an annual budget to the **Executive Committee** for approval for his/her particular sport just prior to signups. Coordinators and/or head coaches may choose his/her assistant coaches. Coordinators will present and gain

approval from the **Executive Committee** any new programs or league moves. Any apparel, uniforms, or T-shirts need to be approved by the **Executive Committee**. Any out of normal expenditures need to be approved by the **Executive Committee**. Coordinators will be elected for the following areas:

- At large coordinators (General Improvements)
- Baseball
- Basketball (boys)
- Basketball (girls)
- Cheerleading
- Concessions
- Field Maintenance
- Football
- Golf (boys & girls)
- GWAC representative
- Spiritual Liason
- Soccer (boys & girls)
- Softball
- Track (boys & girls)
- Volleyball (boys)
- Volleyball (girls)

6.2.14 The Role of the Spiritual Liaison. From the Archdiocesan Charter on Catholic Youth Athletics. As noted above, athletics organizations should have a designated Spiritual Liaison (the “Spiritual Liaison”) as follows:

(a) Selection:

(i) 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.

(ii) 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.

(b) Duties:

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

(ii) 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.

(iii) 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.

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

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

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

(vii) 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. (viii) Grievance Committee: The Spiritual Liaison should be a member of the athletics organization Grievance Committee.

(c) 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.

Article VII GENERAL MEMBERSHIP

General membership is open to all St. Ignatius Parish members and families with children enrolled in St. Ignatius School (18 yrs. or older). **General membership votes on the Executive Committee.** The membership is responsible for providing nominees for **Executive Committee** members every two years. **Executive Committee nominations are accepted at the May and June meetings and elections held at the June meeting.** The offices for which nominations will be accepted are Vice-President, Secretary and Treasurer. The Vice-President succeeds to the Presidency. Any vacancy in any office shall be filled by a majority vote of the membership. These positions will be two-year positions. Any **Executive Committee** member may be nominated and re-elected for more than one term. People can nominate themselves for **Executive Committee** positions.

Article VIII COORDINATORS AND COACHES

All Coordinators and Coaches are subject to the following:

The primary objectives of the organization are to instill good sportsmanship and Christian behavior into the character of participants, to teach the fundamentals and rules of each sport or activity, to develop an appreciation for one's self worth and ability, and to develop an appreciation for and understanding of the concept of teamwork. Winning games, while not to be ignored or disregarded, shall always be secondary in importance to achieving the primary objectives listed. All coaches and managers have the responsibility to ensure that all members of their teams participate in each game if at all possible. All coaches and managers shall conduct themselves in a proper Christian manner at all times in their capacity and shall abide

by all league and organization rules. Coordinators and coaches will work with the spiritual liaison to ensure an environment conducive to growth in faith, character, and virtues. Coordinators and coaches are highly recommended to have a meeting prior to the beginning of their season to set rules and expectations for the upcoming season.

Coaches and parents are encouraged to attend all Athletic Association meetings. Coordinators and coaches must attend the VIRTUS training and Selection.com (finger printing) as well as all regulations sponsored by the Archdiocese of Cincinnati.

A head coach should be at least 19 years of age, a high school graduate, and in compliance with the Decree on Child Protection.

The Executive Committee reserves the right to remove a coach or coordinator if he/she conducts himself/herself in an unsportsmanlike manner (see code of conduct in Article XXII).

Article IX MEETINGS

- a) The general membership will meet the 2nd Monday at 7:30pm every month, except for July.
- b) The Executive Committee will meet as necessary.

Article X MEETING PROCEDURES

- a) Call to order by the presiding officer
- b) Opening prayer
- c) Reading of the minutes
- d) Treasurer's report
- e) Coordinators' reports
- f) Old business (unfinished)
- g) New business
- h) Adjournment/ Closing prayer

Article XI BUDGETS

All coordinator budgets must be approved by the Executive Committee. Any above budget expenses must be submitted for approval by the Executive Committee.

Article XII FUNDRAISING

The Executive Committee has approved a \$60 family fee which will be paid yearly beginning with fall sports. The fee is per family not per athlete. If a coordinator feels fundraising needs to take place he or she must have approval by the Executive Committee which in turn will get approval of the Pastor. All fundraising will go to the program, not an individual team.

Article XIII COMMITTEES

Any committee necessary for the operation of the Association shall be approved and created by

the **Executive Committee**. Committee chairpersons shall be appointed by the Association President with the approval of the **Executive Committee**. Committee chairpersons shall recommend committee membership to the **Executive Committee**. Committee findings will be reported to the Association and appropriate actions taken.

Article XIV NON-DISCRIMINATION

No child shall be denied the opportunity to participate in any sport or activity sponsored by the Association solely on the basis of race, creed, color, religion, or sex. Every child who signs up for a sport on a timely basis will be placed on a team. Any child who signs up late may or may not be placed on a team at the discretion of the Coordinator.

Article XV AUTHORITY

The **Executive Committee will be the authority of the Association on all matters on which the by-laws are silent.**

The **Executive Committee** is responsible for the rules and operating procedures of the Association, referred to as policies of the Association. The **Executive Committee** will review policies as needed and amend appropriately.

Article XVI AMENDMENTS

The by-laws may be amended at any meeting of the Association by two-thirds affirmative vote of the **Executive Committee**, **provided that the proposed amendment shall have been presented in writing and read at two previous meetings.**

Article XVII HANDBOOK

All athletic association sanctioned sports are required to have a handbook. All coordinators will provide a master copy of their respective sport's handbook for the athletic association website. Upon each sport's registration, members will acknowledge that they understand the intent, language and procedures described within the respective sport's handbook. Online sign up will not be possible without acceptance of the handbook.

Any actions that take place by the member, without following the guidelines stated within the handbook, will have no merit in front of the **Executive Committee**.

Handbooks are to be reviewed on a yearly basis to assure language or intent is current with present day sport.

Article XVIII PLAYING TIME From The Archdiocesan Charter on Catholic Youth Athletics

4.4 Playing Time

4.4.1 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:

(a) 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).

(b) 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.)

(c) 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.)

4.4.2 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:

(a) 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.

(b) 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).

(c) 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).

(d) 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.

Article XIX SCHEDULING POLICIES from the Archdiocesan Charter on Catholic Youth Athletics

- (a) 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 1:00 pm. No scheduling of athletics activities on-site at Catholic parishes that adversely affect the parish's worship (due to noise or parking problems) during Saturday and Sunday afternoon and evening liturgies.
- (b) No scheduling of athletics activities on Holy Thursday, Good Friday, Holy Saturday or Easter Sunday.
- (c) Athletic activities (including the aforementioned) are not to be scheduled when the children involved normally would be attending religious education, sacramental preparation and the like. There will be no playing time penalties for an athlete attending religious education, sacramental preparation and the like.

Article XX ROLE OF CATHOLIC ATHLETICS ORGANIZATIONS

The St. Ignatius Athletic Association organization will be:

- (a) An integral part of the mission, ministries, and life of the parish and committed to that mission above and beyond other consideration;
- (b) Under the direct authority of Fr. Pete St. George;
- (c) Part of the youth ministry of the Catholic Church, with leaders, coaches, adult volunteers, and parents who understand the youth ministry of Catholic Youth Athletics;
- (d) Guided by the mission, goals and principles of this Charter; and,
- (e) A source of inspiration, character development, virtue and Catholic Christian behavior that ideally will be beyond reproach.

Article XXI THE MINISTRY MISSION OF THE ATHLETICS ORGANIZATION

The youth ministry mission of the parish is the mission of St. Ignatius Athletic Association. The St. Ignatius Athletic Association is an extension of the mission and youth ministry efforts of the parish. Our Athletic Association is responsible for organizing, coordinating and sustaining high quality athletics experiences for young people that build up their faith,

character, virtues, self-confidence, communication capabilities and leadership skills, in the context of athletics.

Article XXII CODE OF CONDUCT from the Archdiocesan Charter on Catholic Youth Athletics

Spirit of Catholic Youth Athletics

- 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 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 (such as "tailgating" where alcohol is 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.

6.2.13 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:

(a) 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.

(b) 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:

Violation When/Where Occurred Sanction

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 - Ejection for the rest of game or practice; attendance at next two games prohibited. Attendance at practices, games and any other team activities is prohibited for the rest of the season.

Article XXIII GRIEVANCES from the Archdiocesan Charter on Catholic Youth Athletics

6.2.17 Grievance Committees and Grievance Due Processes. The Archdiocese and its parishes and school are committed to a safe and healthy environment for children, parents,

coaches and spectators at all athletic events that take place in its name. Effective communication between athletics organizations, leagues, parents and children, inspired by Christian ideals, is an essential element of Archdiocesan athletics programs. Moreover, the Catholic principle of subsidiarity calls for matters to be handled at the lowest possible level, so that grievances are best managed and settled locally between people of good faith. In order to ensure healthy and effective communications especially in situations of disagreement or conflict, athletics organizations shall include the following in their Organizational Documents:

(a) Grievance process: This is the step-by-step due process to be used in the event of problems or conflicts with coaches, parents or athletes within the organization. Such a process likely will vary with the size of the parish, or non-parish school, the size of the athletics organization, and the numbers and sizes of teams. The steps will include where to initially register a grievance, how the grievance will be handled from there, how final decisions will be made, and will be characterized by a presumption of good faith, Christian charity, personal responsibility, adherence to the principles of this Charter, and a commitment to both the well-being of children and the common good of the faith community.

(b) Grievance Committee: The Executive Committee of the St. Ignatius Athletic Association will serve as the Grievance Committee. The Executive Committee is the group responsible for managing the grievance process. Its purpose is to effectively manage and resolve any problems or conflicts in the athletics program that have reached the point of initiating that process. The Grievance Committee normally will consist of 4-6 members, including the Spiritual Liaison, Pastor, or principal of a non-parish school, or official designee, and the president of the athletics organization, as well as the vice president, past president, secretary, and treasurer. Decisions of the Grievance Committee are final; however, an appeal may be made to the Commission if: (a) due process as described in the Organizational Documents of the athletics organization has been claimed to have been violated; or (b) other non-compliance with the athletic organization's Organizational Documents and this Charter has been credibly alleged.

Article XXIV LEGAL, INSURANCE AND FINANCIAL MATTERS from the Archdiocesan Charter on Catholic Youth Athletics

7.1.1 Compliance with Laws and Policies. The provisions of this Charter are based upon the intent of the Archbishop, the Archdiocese and its agents and institutions, to abide by all Church, Archdiocesan, federal, state, and local laws and policies.

7.1.2 Compliance with Charter Required as a Condition of Participation. As a condition to being identified with Catholic Youth Athletics, organizing competitions with other participating Catholic Youth Athletics entities, and using Facilities, leagues, athletics organizations, athletics leaders, coaches and any other representatives of the Catholic Church are responsible for conducting youth athletics in compliance with this Charter. Individuals and organizations found to be not in compliance with this Charter will no longer enjoy the privileges connected with Catholic Youth Athletics, including but not limited to:

- (a) Being permitted to be identified with Catholic Youth Athletics;
- (b) Being allowed to participate in Catholic Youth Athletics;
- (c) Being allowed to use Facilities; and
- (d) Having access to parish or school communications to convey information about youth athletics.

7.2 Transportation

7.2.1 Transportation Laws and Policies. The same laws, policies and guidelines that govern other Archdiocesan programs, schools and ministries are in effect for athletics programs under Catholic parish or school auspices, as follows:

(a) Laws:

- (i) In an automobile, all passengers must wear seat belts, with no more than one passenger per seat belt.
- (ii) Schools must transport by bus (by mandate of the Ohio Department of Education and the Ohio Revised Code).

(b) Policies:

- (i) If it becomes necessary for any priest, deacon, auxiliary services personnel, personnel furnished by a third party contractor, employee or volunteer to provide transportation for children, the following guidelines must be strictly observed:

A. Priests, deacons, auxiliary services personnel, personnel furnished by a third party contractor, employees or volunteers must never transport one child alone. There are expected to be at least two adults in every vehicle that transports children. In exceptional situations, it may be permitted for one adult to transport children in a vehicle, provided a caravan of vehicles goes directly from point A to point B, with no stops in between;

B. When traveling in a caravan there must be a minimum of one adult in every vehicle. If a vehicle is traveling alone, there must be at least two adults in the vehicle;

C. Children must be directly transported to their destination, or make only previously planned stops (e.g. stopping for food or gas on a long trip). If an emergency stop must be made, all reasonable efforts must be made to ensure that two adults are present (e.g. calling another car in the caravan to pull over as well);

D. Children must never be transported without written permission from the child's parent or guardian;

E. Clerics, auxiliary services personnel, personnel furnished by a third party contractor, employees or any volunteers must avoid unnecessary physical

contact with children while in the vehicle.

(ii) 15-passenger vans have been prohibited since May 2005 as per the recommendation of the General Secretary of the United States Conference of Catholic Bishops (USCCB).

7.2.2 Archdiocesan Recommendations and Clarifications.

(a) For liability reasons, the Archdiocese prefers that buses rented from a third-party who supplies the driver are used for transportation.

(b) When Church leaders are providing transportation for an event, a teen may drive him or herself (and siblings) only with written permission of the parent or guardian. They may not transport other passengers.

(c) The driver's insurance is the primary insurance coverage, not the Archdiocese.

(d) If an event begins and ends at the site of an activity, the Church leader does not need to organize the transportation.

(e) Church leaders never organize transportation for parish or school events using drivers under the age of 21.

7.3 Bookkeeping and Accounting

7.3.1 Policies regarding financial bookkeeping, accounting, and accountability. Athletics organizations that are part of a Catholic parish or school are governed by Archdiocesan policy with regard to financial bookkeeping, accounting, and accountability. As such, like all other organizations, ministry groups, or committees of a parish or school, they are responsible to and under the direct authority of the Pastor, or principal of a non-parish school, for timely, accurate and complete financial reports.

7.3.2 Transparency. To avoid the appearance or reality of malfeasance, parish and non-parish school athletics organizations, and the athletics leagues that serve them, are expected to maintain well-organized and transparent systems of financial record-keeping and accountability.

Article XXV COMPLAINTS

Complaints, inappropriate behavior, and infractions reported by our parents and parents from other schools regarding coaches, spectators, parents, grandparents, etc.

1. Investigation by the coordinator of the sport on the first violation.
2. Investigation by the coordinator of the sport and the executive committee on the second violation and any future violations.

3. Any violation that is substantiated will result in that coach, spectator, parent, grandparent, etc., being suspended from a game or match.
4. Further violations that are substantiated will result in the coach, spectator, parent, grandparent, etc., being put on probation, meaning if they have one more violation they would not be allowed to continue coaching or attending that sport or any other sport at St. Ignatius.
5. If a person coaches multiple sports, their violations carry over to those other sports.
6. There is a zero tolerance policy for physical altercations, threats of physical harm, drug use, or intoxication. Violators of these will automatically be banned from all sporting events at St. Ignatius.
7. Very severe violations will be handled by a third party.
8. The length of the ban will be decided by the Executive Committee.

Article XXVI TRYOUT PROCEDURES

1. A spreadsheet should be made for all players trying out for your sport containing any categories that you will be evaluating.
2. 3 or more evaluators should be present for tryouts. Parents of players trying out should be avoided as evaluators. Special circumstances of parents evaluating players need to be approved by the executive committee.
3. Injuries and what team the player is placed on will be at the discretion of the coordinator along with the evaluation crew and past coach.
4. The spreadsheets should be kept on file for 2 years.
5. Parents can ask to see their child's scores from the evaluators only.
6. Tryout decisions are final.

Article XXVII COMPLIANCE WITH THE ARCHDIOCESE CHARTER ON CATHOLIC YOUTH SPORTS

The St. Ignatius Athletic Association is aware that noncompliance with the Charter will result in not being identified with or allowed to participate in Catholic Youth Athletics as well as not being able to use the St. Ignatius facilities or the parish and school communications.

Please go to the Archdiocesan Charter on Catholic Youth Athletics for further information.
www.catholiccincinnati.org/ayatf

***Effective January 1, 1994.
Revised (and approved) September 2015***

