

# *St. Roman*

Athletic Association Board



## St. Romans Athletics Policy Handbook

*Note: St. Romans follows the Archdiocese of Milwaukee policies and regulations for our athletics program. To obtain a copy of these policies and regulations visit the Archdiocese website ([www.archmil.org](http://www.archmil.org)) or a copy can also be found on the St. Romans website ([www.stromans.com](http://www.stromans.com)).*

*According to the Archdiocese of Milwaukee policies the principal has the ultimate responsibility for all extra-curricular school activities and the pastor has the ultimate responsibility for all extra-curricular activities in parish-based programs. Therefore any rules or policies can be superseded by either the principal or pastor of St. Romans.*

### **PHILOSOPHY STATEMENT**

The philosophy of St. Roman Athletics is two-fold.

- One, the program is an extension of the educational and spiritual process. As such, all decisions must be made in the light of how those decisions will teach our student-athletes to contribute positively to their own growth and to the growth of our program. It is a sports program that is designed in such a way as to teach the same positive values promoted in the classroom, but placed into a practical setting.
- Two, it must be understood from the onset that we coach students. We do not coach sports. The various sports available are only vehicles that we use to teach the values mentioned above.

The St. Roman Athletic philosophy means that every decision made must take into account the educational value to the student. From role-modeling on the part of the coach to equal treatment of all players, a “win at all costs” attitude has no place in St. Roman athletics.

Our responsibility is to try to give our athletes the best we can. That means constantly challenging them with opportunities to develop and share knowledge and skills appropriate to their level of competition.

If we can all work together on these goals, our program will continue to improve. Our athletes deserve the best we can give them.

### **BOARD MEMBERS**

The Athletic Association board members include a President, Vice President, Treasurer and Secretary as well as a Sports Coordinator and Concession Coordinator for each sport (as applicable).

**PURPOSE**

The Athletic Association will attempt to involve itself in all aspects of the parish sports program. Listed below are several ways this will be accomplished.

- Organizing and supporting athletic programs for all students attending St. Roman Parish School and Religious Education programs.
- Conducting fund raising events to support improvements in current athletic and physical education programs.
- Teaching students the importance of maintaining a balance between athletics and academics.
- Offering a positive learning experience for Christian development for participating student/athletes.
- Attracting and maintaining quality coaches.

The Athletic Association strives to manage the St. Roman Athletic Program with the best interests of the children. Occasionally, disputes will occur that cannot be resolved through dialogue between the player, coach, and parent. To resolve these situations, coaches and parents should follow the guidelines outlined under Grievance Procedure in this Athletic Policy Handbook.

**BOARD OFFICER RESPONSIBILITIES****PRESIDENT RESPONSIBILITIES:**

1. Preside at all meetings of the Association; set agendas.
2. Act as liaison between Athletic Association and School Principal, Parish Pastor and Religious Education Coordinator and other Parish Athletic Associations.
3. Support Sport Coordinators as needed.
4. Assist in selection and presentation of Father Pabelbon and Cindy Randow awards.
5. Coordinate sports evaluations when required (work with Sports Coordinators)

**VICE-PRESIDENT RESPONSIBILITIES:**

1. In the absence of the President, perform all the duties of the President.
2. Coordinate the concession stand schedule and support Concession Coordinators as needed.
3. Coordinate the pizza fundraiser (typically in January).
4. Help coordinate and organize banquets.

**SECRETARY RESPONSIBILITIES:**

1. Keep the minutes of the Association meetings and maintain copies of all documents.
2. Coordinate communication to the church, parish school and Religious Education program as well as ensure documents and information is put on the website.
3. Coordinate and manage all sports registration including paperwork and files.
4. Coordinate and manage new coach's paperwork. Safe Guarding God's Children training files are maintained by the Religious Education Director.
5. Check mailboxes in the school office on a regular basis.
6. Update Athletic Association Regulation and/or Policy Manuals.

**TREASURER RESPONSIBILITIES:**

1. At the beginning of each season provide a proposed budget (i.e. expected income vs. expected costs). Report current balance correctly at all meetings.
2. Collect and deposit all monies related to the Athletic Association including participation fees and other monies of the Association.
3. Pay all bills related to the Athletic Association in a timely manner (i.e. tournament fees, league fees, equipment invoices, apparel invoices, etc.). Approve all check requests prior to checks being mailed. Complete and distribute fee request forms as needed.
4. Verify all transactions that occur on the Athletic Association's income and expense accounts. Ensure budgets are adhered to (i.e. banquets, tournaments, uniform purchases, equipment purchases, etc.)
5. Keep in contact regularly with parish office regarding income or expenses.

**SPORT & CONCESSION STAND COORDINATORS RESPONSIBILITIES:**

The following are the general responsibilities of each coordinator position:

1. Sports Coordinators:
  - a. Act as liaisons between our program and League Officials, coaches and the Athletic Association board.
  - b. Obtain league information and forms and sign up for leagues.
  - c. Obtain coaching staff for each team and provide list of coaches to Athletic Board prior to the start of the season.
  - d. Conduct a parents and coach's meeting prior to the season.
  - e. Oversee uniform disbursement and collection.
  - f. Oversee equipment and supply requirements.
  - g. Attend Athletic Association meetings as needed.
2. Concession Coordinators:
  - a. Coordinate the concession stand supplies (i.e. make purchases as required).
  - b. Oversee equipment and supply requirements.
  - c. Attend Athletic Association meetings as needed.
  - d. Concession Stand work schedule is coordinated by the Vice President.

Note: Sports and Concession Coordinators can be assigned to a group of people (co-coordinators) if responsibilities are clearly defined and managed.

**BOARD MEMBER GENERAL RESPONSIBILITIES:**

1. Coordinate approval of major budget purchases.
2. Coordinate all banquets, pep rallies, back to school night events and general requirements requested of the Athletic Association.

### **BOARD OFFICER TERMS AND ELECTIONS**

The President, Vice President, Treasurer and Secretary Positions are all two-year commitments. President and Secretary positions come up for re-election in even years. Vice President and Treasurer are re-elected in odd number years.

There is no limit of terms that an officer can serve. If a position is open or there is interest in a person to serve an election will be held. If an election is required; at the January meeting, a five member nominating committee will be formed consisting of one Athletic Association board member and four volunteer members. Nominations will be accepted through March 1<sup>st</sup>. Voting will take place at the general meeting in March of each year (if required).

If you are interested in volunteering to help in one of these positions, please contact an Athletic Association Board member.

### **BOARD MEETING DATES**

The Athletic Association board meets approximately once a month during the sport season as determined by available schedules and at a predetermined location. Athletic Association board meetings are **open to everyone** and notes for all meetings are available upon request. For specific meeting dates/times or to receive a copy of the meeting notes please contact any member of the Athletic Association board. This is a great opportunity to come and ask questions or express concerns or suggestions about St. Roman athletic programs.

### **SPORT FEE**

All families must pay an athletic participation and concession fee and are subject to concession duty and uniform fees (as applicable) Athletics is an extracurricular activity and not covered by other school agreements. If unable to pay the fees for participation because of a financial burden, you must contact the parish office to be furnished with an exemption form (waiver form). All fees or exemption forms are due with the registration.

### **REGISTRATION PROCESS**

A registration "Forms and Fee" date is scheduled in May for the following school year. This registration date will include registration for fall, winter and spring sports.

St. Roman students will receive their registration information through the Wednesday folders. Religious Education students will receive their information through the Religious Education coordinator.

It is important that all families attend the "Forms and Fee" registration night to ensure proper registration of their child. Failure to register your child on or by this date will result in late fees per child. If you cannot attend this date you will be required to have your forms and fees sent into the office by the date of the "Forms and Fee" event.

ALL forms and fees must be turned in together! The following information is required on the forms and fees date:

- Family registration form
- Physical form per child (good for 2 years)
- Medical Information & Emergency Consent form per child
- Risk Acknowledgement & Consent to Participate form per child
- Parent Sportsmanship Pledge form per family
- Student-Athlete Sportsmanship Pledge form per child
- Fees associated with the registration (including the mandatory concession fee)
  - If a family is unable to pay the fees for participation due to financial burden, you must contact the parish office to be furnished with an exemption form. This form must be turned in on "Forms and Fee" night or payment is expected.

All forms are located on the website within the Athletic Association page ([www.stromans.com](http://www.stromans.com)).

The leagues we participate in need to know how many teams we will have long before the season starts. Having these numbers allows us to accurately predict our teams. We can also eliminate the chances for teams to have too few or too many players. Knowing the number of athletes helps us with recruiting coaches, ordering uniforms and equipment so we are prepared when the season starts.

#### **LATE REGISTRATION FEE AND GUIDELINES**

**There will be a \$20 late fee per family for any late registrations.** Late registering athletes will only be placed on a team if there is room. Late registrations for new families to St. Romans will be accepted without a fee.

After the registration deadline, team numbers will be at a maximum at the following numbers:

- Basketball – 12
- Football – 30
- Soccer – 22
- Softball – 16
- Volleyball – 12

These are general guidelines, however, once these numbers are reached registration may be denied. Exceptions will be made for new families entering the school or parish and/or by the decision of the Sports Coordinator. It is believed that it is not fair to those who register on time to have excessive numbers that will reduce possible playing time.

#### **REFUNDS**

If you register your child and he/she is unable to participate, a refund will be given if an Athletic Association board member is notified one month prior to the start of the season. If you have extenuating circumstances concerning registration or refunds, please call an Athletic Association board member to work through your problem.

### **CONCESSION STAND FEE**

The money we make from the concession stand is an important revenue source for the athletic program as it helps to defray costs. In order for us to efficiently operate the concession stand during our volleyball and basketball seasons; we need ALL parents of ALL our athletes to work selling concessions. The concession stand is located near the gym. All families are required to pay a mandatory concession fee that is refunded if they complete their concession stand work commitment. The fee per participant in the grades of K5 through 8<sup>th</sup> grade is as follows:

- Concession Stand fee is \$30 per child enrolled in the Athletic program

This **mandatory** concession fee is due on “Forms and Fee” registration day. Families that are excluded from Athletic fees are still required to work in the concession stand.

### **CONCESSION STAND WORK COMMITMENT**

Each parent is required to work within the concession stand – one shift per child and also per sport (Fall and Spring Soccer is considered one sport and only one shift is required for both seasons). Therefore, if you have three children participating in two sports each you are required to work 6 shifts. Children are not allowed to work without a parent and their assistance does not count towards the commitment requirement. Children are defined as 17 and younger. Each shift consists of 2 to 3 hours of work.

Each family will be assigned their appropriate time slots to fulfill their commitment. During registration you will be given the preference to complete your commitment during volleyball or basketball season and you will be asked for your preference to work on Saturday or Sunday. Each family will receive notification on their time slot commitment. It will be the responsibility of the family to ensure that the time slot commitment is filled and if a conflict should arise it is their responsibility to obtain someone to cover their time slot (or to switch with another family). The schedule will be posted on the website and located on the wall outside of the Gym for reference.

All families will be asked to fulfill their commitment including coaches, assistants, Athletic Association Board members as well as families that receive an exception from athletic fees. Preference will be given to coaches and assistants (coaches and assistants will only be asked to fulfill their commitment if additional slots need to be filled).

When you work your concession duty make sure that you sign the volunteer work sheet which is located in a binder within the concession stand area.

**Parents who complete their required work commitment will receive their refund at the end of the basketball season.**

If you do not fulfill your committed time slot:

- Families that paid the concession stand fee will NOT be refunded and the next year the fee will be increased to \$50 per child
- Families, that received an exemption from athletic fees will need to pay the \$30 fee or they will jeopardize their child’s participation in the program for the next season
- No partial refunds will be given. A family MUST complete their total commitment to receive their refund.

Tournaments do not count towards meeting your concession stand commitment or refund. Tournament concession stand duty is the responsibility of the parents in which their children are in the grade of the tournament.

## **REGULATIONS PER SPORT**

See the Archdiocese rules and regulations for more details on each sport. The Archdiocese policies and regulations contain information such as minimum or maximum practice requirements, amount of games an athlete can play, tournament participation, etc.

## **SPORTS TEAM DIVISION (5<sup>TH</sup> – 8<sup>TH</sup> GRADE)**

When we have enough athletes to have more than one (1) team per grade, a skill evaluation day may be held. Evaluators and evaluation process will be coordinated by the President of the Athletic Association along with the assistance of the Sports Coordinator. When possible, independent evaluators will be used to form teams. Coaches or parents from teams being evaluated will not be involved in the evaluation process. Team divisions will be determined by the independent evaluators and team selections will be final after approval from a board member or sports coordinator. Childcare and transportation needs will not be considered when making selections.

It should be noted that in soccer and football, the programs that we participate within combines 5<sup>th</sup>/6<sup>th</sup> and 7<sup>th</sup>/8<sup>th</sup> grades.

### **5<sup>th</sup> & 6<sup>th</sup> Grade:**

Evaluators will do their best to divide athletes into equally talented teams. If during the season, it becomes apparent that teams are not equal, player switches between teams will be done according to the league rules. The leagues we participate in have rules prohibiting large win-loss differences between teams. If this occurs sanctions can be brought against St. Roman.

Each player will play a minimum amount of time set by board policy depending on the sport they are participating in and amount of players per team. If there are disciplinary reasons for not playing an athlete, it must be cleared through the coordinator of that sport.

### **7<sup>th</sup> & 8<sup>th</sup> Grade:**

If the league guidelines call for equally talented teams, evaluations can be used to divide the teams to have equally talented teams. If during the season, it becomes apparent that teams are not equal, player switches between teams will be requested by the Sports Coordinator.

When the league guidelines call for an “A” – “B” talented split of teams then evaluators will do their best to divide athletes into “A” and “B” level teams. “A” level teams will be comprised of athletes with higher skill level.

For basketball the evaluators will use a 1-10 scale to review several basketball skill sets. However, it should be noted, that the score sheet may not be the single determining factor in placing a child on a specific team. Other factors such as depth at a particular position, attitude, hustle, willingness to learn and available playing time will all contribute to the final decision.

### **SPORTS TEAM DIVISION - SOCCER (K4 - 4<sup>TH</sup> GRADE)**

When we have enough athletes to have more than one (1) team per grade, coaches will do their best to divide athletes into equally talented teams. Skill evaluations may be used if coaches cannot divide the teams appropriately or if they need assistance in making the division. The evaluation day may be held by individual coaches or independent evaluators, depending on the requirements of the situation. The Sports Coordinator shall be responsible for overseeing the division of the teams when necessary or if a conflict of interest exists. The soccer coordinator shall be guided by the rules and guidelines mentioned below and set forth by the league the teams participate in and any guidelines set forth by the St. Roman Athletic Association.

### **SPORTS TEAM SELECTION GUIDELINES**

When athletes must move between grades to accommodate player numbers, volunteers will first be sought to fill those positions. Athletes will be contacted by the coordinator. When more volunteers than spots are available, skill evaluations may be used to select the players that have volunteered to move. When possible, independent evaluators will be used to form teams. Coaches or parents from teams being evaluated will not be involved in the evaluation process. When not enough volunteers are available, evaluations will be done for everyone. Team selections will be final after approval from a board member or sports coordinator.

### **TOURNAMENT GUIDELINES**

Basketball – Fifth and sixth grade teams may participate in three tournaments according to the Archdiocese policy. The Athletic Association will cover the expense for two tournaments, assuming the third tournament will include the St. Romans tournament. Seventh and eighth grade teams may participate in four tournaments (not including the Padre Sierra basketball tournament). The Athletic Association will cover the expense for three tournaments, assuming the fourth tournament will include the St. Romans tournament. If St. Romans does not have a tournament during the season the Athletic Association will then cover the expense for an extra outside tournament.

Basketball tournaments held at St. Romans offer a great source of revenue for our Athletic Association and therefore, participation in our St. Roman tournaments is critical. In addition parents are expected to work the concession stand area during these tournaments. For more information regarding the concession duty commitments please refer to the Concession Stand Work Commitment area within this policy.

Soccer & Volleyball – Fifth and sixth grade teams may participate in two tournaments according to the Archdiocese policy. The Athletic Association will cover the expense for both of these tournaments. Seventh and eighth grade teams may participate in three tournaments according to the Archdiocese policy. The Athletic Association will cover the expense for all three of these tournaments.

### **SUSPENSION ELIGIBILITY**

Any student who is suspended from school must follow the policies set by the Parish School Handbook.

- If it is an in-school suspension, the principal can decide that it also extends to athletics and extra-curricula's. If so, the office will notify the Athletic Director (AD) or the student's coach.
- If it is an out-of-school suspension, it also applies to athletics and extra-curricula's. The office will notify the AD or coach.

**GRADE POINT ELIGIBILITY**

Any student who receives a “U” or 2 or more “D’s” on a report card in achievement, effort or conduct will not be permitted to participate in sports or cheerleading. Students may practice with their team but cannot participate in games.

Special twenty school day progress reports and regular progress reports will be used to regain eligibility. If through the progress report a student does not regain eligibility, they will no longer be part of the team and will no longer be able to participate in practices or allowed to sit on the bench during games. They should turn their uniform into the sports coach at this time.

For fall sports, grades from the last report card from the previous year will determine eligibility.

A progress report can only regain eligibility and will not remove a student from the sport team.

**RELIGIOUS EDUCATION ATHLETES**

Our religious education athletes are expected to follow the same grade point eligibility guidelines listed above. Religious education athletes are also expected to attend religious education set forth by the coordinator of Religious education. If an athlete does not meet this requirement, he/she will become ineligible for the remainder of the school year. Copies of report cards should be given to the Sports Coach. Any excused absences that cause a player to attend less than specified education classes must be given to the Religious Education Liaison.

**PHYSICAL FORMS – K4 TO 8<sup>th</sup> GRADE**

One of the requirements for participating in athletics at St. Roman is that each child must have a physical form on file with the Athletic Association. The Archdiocese rules and regulations state “No student may participate in any phase of a school/parish sponsored interscholastic athletic program without a physical examination by a licensed physician every two years. A physician exam taken April 1<sup>st</sup> and thereafter is valid for the following two school years; a physical examination taken before April 1<sup>st</sup> is valid only for the remainder of that school year and the following school year.” Physical forms are due into the Athletic Association prior to August 15<sup>th</sup> each year. Players must have the completed physical form on file to participate in practices or games.

**MULTIPLE SPORTS IN ONE SEASON**

The Archdiocese rules and regulations state “A team’s entire competitive season must be completed before any member of that team may begin participation in another sport.” Therefore, by regulation only one Archdiocese competitive sport can be played during the same season. This does not include cheerleading which is currently not a “competitive sport”. Exceptions to this rule can be made by the discretion of the Athletic Board and with approval from the Archdiocese.

**PRACTICES:**

Practices for each sport will vary depending on sport and coach. You will be contacted prior to the season with the practice schedule. See the Archdiocese rules and regulations for more details on practice requirements and limitations.

## **GRIEVANCE PROCEDURE**

A Grievance Committee of the Athletic Association members exists to respond to the unresolved conflicts that a student, parent, coach or association member may have with the St. Roman Athletic Association. The procedure for resolution of conflicts is as follows:

- Communicate with all coaches, parents, or others involved in an effort to prevent conflicts from arising.
- If a conflict exists that cannot be resolved quickly and to the satisfaction of the player, coach and parent, the parties shall contact the Sports Coordinator within 24 hours of the incident. The Sports Coordinator's responsibility is to assure that the parties involved are able to communicate on the issue in a forum that is non-threatening and conducive to resolution.
- In the event that the conflict is not resolved through the Sports Coordinator's effort, the parties must submit a written statement to the Athletic Association. The Athletic Association will appoint a committee to research the conflict and advise the Athletic Association as a whole of its recommended solution.
- The Athletic Association will evaluate the Grievance Committee's recommendation and notify the parties involved of its decision on the matter.

It is the intent of the Athletic Association that all decisions result in win-win solutions for all parties. We encourage that conflicts be resolved directly by the parties involved, at the earliest opportunity available. The escalation of a conflict to the Grievance Committee level should be limited to conflicts that have failed to produce an equitable resolution after dialog between the parties involved.

## **APPOINTMENT OF COACHES**

Adults interested in beginning coaching must fill out a coach's application form and return it to the school office one month prior to the start of the sport season. All applications returned by this date will be considered for assistant or head coaching positions. Coach forms can be obtained from the Athletic Board, Sports Coordinator and can also found online at [www.stromans.com](http://www.stromans.com). If additional coaches are needed after initial applications are returned, the Athletic Association can accept forms past the deadline.

If there are more people interested in coaching than we have openings, an interview will be conducted by the Athletic Association board and Sports Coordinator to make the decision. Consideration is given to those who were most effective in their dedication, service, time commitment, and application of sports knowledge during their coaching experiences in prior years (if applicable).

The Sports Coordinator for all sports will provide a list of all coaches to the Athletic Association board prior to the start of the season.

Appointments are made based upon the following criteria:

- All head coaches must be 21 years or older.
- All coaches must attend certification training which includes:
  - Training in the Archdiocesan "Protecting All God's Children" program as it currently is required for volunteers who work/supervise children and youth on a regular basis.
- Once completing these trainings a coach will be certified for life.
- All coaches are recommended to attend certification training which includes:

- A basic core presentation in the Catholic/Christian philosophy of coaching, risk management, and the prevention and treatment of injuries.
- Training in the specific sport. Must be completed for each sport in which an individual will coach.
- All coaches are recommended to receive annual training in the treatment of Blood borne Pathogens.
- All coaches and athletic personnel must have an initial criminal background check and subsequent reviews every five years.
- All coaches are recommended to have past experience in specific sport.
- All coaches must have the ability to work with children.
- Consideration will be given for a parent who has a son or daughter on the team.
- Completion and return of the Coaches Agreement Form for new coaches only (see the coach's packet for additional details on responsibilities and requirements).
- Commitment to adhere to Parish and Archdiocesan Athletic Policy and league rules.
- Upholding Christian attitudes and values in all athletic related endeavors.

### **COACH RESPONSIBILITIES**

- Administratively, each coach will be responsible for the following:
  - Obtain medical emergency forms from the sports coordinator and keep this information with them at all practices and games.
  - Confirm with coordinator that each athlete has a current physical form on file with the Athletic Association.
  - Receive from each parent a signed uniform form.
  - Provide for coordinator a proper roster form.
  - Have on file a Coaches Agreement form.
  - Maintain records when dealing with serious disciplinary situations and notify parents prior to taking any disciplinary actions.

The Athletic Association will provide the forms listed above or they are also located on the website ([www.stromans.com](http://www.stromans.com)).

### **ADDITIONAL COACH RESPONSIBILITIES**

- Coaches are responsible for leaving premises clean and secure.
- Coaches are responsible for equipment checked out to them.
- Coaches may hold pre-season meetings with parents of athletes. This meeting should familiarize parents with schedules for practice and games, expected player conduct, uniform and equipment responsibilities, and other needed information.
- Coaches work with and be accountable to the respective sports coordinator and the St. Roman Athletic Board.
- Coaches must be at least 21 years old for head coach and 15 years old for an assistant coach. Assistant coaches may conduct practice or coach a game only if they are at least 21 years old.
- Follow all league, Archdiocesan, and Athletic Association rules.
- Conduct themselves in a Christian and sportsmanlike manner during games and practice.
- Assume responsibility for all players that they are coaching at practices and games.

- Treat all players equally and with respect.
- Refrain from verbal abuse towards players.
- Provide positive instruction to all players.
- Insure that all players play the allotted playing time as set forth by the Athletic Association rules.
- Accompany the team on the bus when a bus is provided.
- Keep control of all players, coaches and fans during the game.
- Keep control of and refrain from verbal abuse towards any official, parent, opponent or league official.
- Insure that all equipment is in safe practice and game condition.
- Keep on hand the Emergency Forms of each player at all practices and games.
- Seek medical attention for any suspected medical emergency.

The Athletic Board reserves the right to dismiss a coach at any time depending on the severity of the violation.

FIRST VIOLATION – VERBAL WARNING  
 SECOND VIOLATION – WRITTEN WARNING  
 THIRD VIOLATION – COACH DISMISSAL

### **STUDENT/ATHLETE RESPONSIBILITIES**

- Athletes must remember that participating in the St. Roman Athletic Program is a privilege and not a right.
- Athletes are expected to attend all practices and games unless excused by a coach.
- Athletes should inform their coach with as much notice as possible if they will miss an event.
- Academic standards listed in this manual must be met. Failure to meet these standards will result in the loss of the privilege to participate in Parish athletic activities
- Uniforms are to be maintained in good order and must be cleaned after each game. They are to be worn for games and scrimmages only and must be returned when notified by the coach at the end of the season.
- No player may join a team after the registration deadline without the Sports Coordinator's approval.
- Athletes are expected to conduct themselves in a Christian and sportsmanlike manner during practices and games. Remember you are not only representing yourselves but also our families and St. Roman School and parish. Failure to do so may result in the loss of the privilege to participate in Parish athletic programs
- Participation in athletics is not permitted on the day a student is absent from school. If you have extenuating circumstances concerning an absence, the principal must first approve participation in athletics.
- Respect the facility. There should be no balls in the hallways which may cause damage to our facility.
- If there are any "major" concerns and/or complaints, participants must wait for a minimum 24-hour cooling period before approaching a coach. Not following this may result in suspension.

### **PARENT RESPONSIBILITIES**

- Make sure your child makes all practices and games on time. If you know your child will be absent call your coach with as much advance notice as possible.
- Parents should be on time to pick up your children from games and practices.
- Parents should not drop off their child if an adult is not present at a game or practice.
- Work with your child and their teachers to assure school work is being completed.
- Conduct themselves in a Christian and sportsmanlike manner at all events.
- Complete and return all necessary forms to coaches or the Athletic Association.
- Work in the concession stand once for each sport that each child plays. For more details see the Concession Stand section of this manual.
- Assume financial responsibility for loss or misuse of uniforms and equipment issued.
- Follow grievance procedures outlined in this manual when problems occur.
- Parents are expected to provide guidance to your child in regard to their behavior and attitude toward the individuals who have volunteered their time to coach, support and manage this athletic program.
- If there are any “major” concerns and/or complaints parents must wait for a minimum 24-hour cooling period before approaching a coach. Not following this may result in suspension.

### **SPECTATOR RESPONSIBILITIES**

- Positive reinforcement of all athletic endeavors by our St. Roman athletes is essential to our program’s success. We encourage all athletes, students, parents and coaches to build confidence in our athletes by displaying their unconditional support.
- Disruptive or abusive behavior, negative comments and coaching from the stands will not be tolerated.
- Inappropriate behavior during games may, at the discretion of the game official(s), gym supervisor or coaches, result in the immediate removal of the party from the premises. A subsequent conduct review by the Athletic Association may result in further sanctions to the party(ies) involved.
- If there are any concerns and/or complaints, spectators must wait for a minimum 24-hour cooling period before approaching a coach. Not following this may result in suspension.

### **CLOTHING PURCHASES**

St. Roman Parish School strives to witness the Gospel values of love, hope, peace and justice in all that we do. We believe that our faith calls us to work for justice in our school, community and the world. Therefore, when ordering athletic wear, sportswear or spirit wear and uniforms for our school we intend to make our choices “sweat free.” We promote clothing choices that do not harm those industry workers who make our clothes. Information about vendors who sell sweat free clothing can be found at: <http://www.archmil.org/aboutus/ShowResource>.

### **8<sup>TH</sup> GRADE ATHLETIC AWARDS**

St. Roman's offers two athletic awards to graduating students from the Parish School. The two awards are The Father Pabelbon and Cindy Randow award.

Each teacher and coach for the 8<sup>th</sup> grade St. Romans Parish School is given an evaluation form to complete for any students they recommend for this award. The recipient for the Father Pabelbon award is the high score from the teacher's nominations and the Cindy Randow award is the high score from the coach's nominations.

One girl and one boy are awarded for each. Each child receives a \$75 savings bond, an award certificate and will have their names engraved on the plaque located at the Parish School.

It is the responsibility of the Athletic Association President to supply these items during the 8<sup>th</sup> grade graduation dinner and to provide a speech when announcing this award.

#### ***Philosophy of the award:***

It is the Athletic Association belief that athletics play a major role in teaching our young adults some very important life lessons. Sporting programs teach us that it takes true teamwork to succeed and that you must work hard to achieve your individual goals. At times, it teaches us to deal with disappointment and how we must work even harder to overcome and prevail.

The athletic association gives out two sets of awards that honor the 8th grade student athlete who have shown leadership skills and dedication to Christian values through their actions in sports and in the classroom.

The Father Pabelbon is given in honor of a pastor at St. Roman that was dedicated to creating athletic programs to help develop young Christian men and women through sports. He was known as the father of St. Roman athletics. The Father Pabelbon award goes to one 8<sup>th</sup> grade girl and one 8<sup>th</sup> grade boy who have shown extraordinary sportsmanship and teamwork through their actions in sports. For this award, student athletes were graded by their coaches of each sport they participated in. Athletes were graded by the coaches in five categories: work ethic; sportsmanship; following instructions; being a team player; and displaying good Christian attitude at practices and in games.

The Cindy Randow award is given in honor of a student athlete here at St. Roman who was diagnosed with cancer and passed away shortly after graduating from St. Roman. Despite her illness, she showed great courage, dedication, teamwork, and good Christian values both on the athletic field and in the classroom. The Cindy Randow award goes to one 8th grade girl athlete and one 8th grade boy athlete who have shown great leadership and Christian value in sports and especially in the classroom. For this award, the teachers were asked to rate the student athletes for their actions in the class room in five categories: service to others; taking initiative; displaying Christian values; good study and work habits; and being a positive influence to other students.

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