

The bylaws of the St. Mark Athletic Committee, hereto known as SMAC

Article 1: Mission and Purpose

Section 1: The mission statement of the St. Mark Athletic Committee is to foster the values of the Catholic Church and CYO in teaching our children how to live our faith when we win or lose. Teaching young athletes to value each person with the gifts that they do and do not have. We strive to provide a safe place for our children to learn how to be better people by pushing themselves, supporting each other, and having a common goal.

Section 2: The CYO is committed to providing a ministry of information that helps bring youth to their full human potential. The CYO provides opportunities for young people to develop strong moral character, self-esteem and leadership qualities through activities of a social, educational, recreational and athletic nature. These activities are spiritual, cultural, social, athletic and educational in nature. The CYO organizes athletic competition in 14 different sports for boys and girls, third grade through high school.

Section 3: The purpose of SMAC is to support the ministry of CYO athletics at St. Mark by reviewing and supporting yearly goals and benchmarks set forth by the Athletic Director and Pastor.

Article 2: SMAC Structure

Section 1: SMAC should consist of the following membership: 7 members and the Athletic Director as a non-voting member.

Section 2: The Executive committee of SMAC will consist of a Chairperson, Vice Chairperson, and Secretary discerned and approved by the pastor. Discernment will occur on a yearly termed basis. No more than 2 consecutive terms. Any member serving 2 consecutive terms on the Executive Committee must take one year off before returning to the Executive Committee. Terms will begin July 1 of each year.

Section 3: Members shall serve a three year term. No member may serve more than two consecutive terms. Membership terms begin on July 1 and end June 30.

Article 3: Nomination and Selection of members for SMAC

Section 1: The Executive Committee of SMAC shall review membership and expiration of terms each February.

Section 2: The Vice Chairman of SMAC shall implement procedure for recruitment of vacancies each March.

Section 3: Each member of the SMAC shall be at least eighteen years of age and a registered member of St. Mark Parish.

Section 4: Membership can be reviewed at any time by the Executive Committee, Pastor, or member based on other obligations and attendance.

Section 5: Unexpected vacancies shall be appointed by the Athletic Director and approved by the Pastor to finish the term.

Article 4: Meetings of the Committee Members

Section 1: Regular meetings of SMAC should take place AT LEAST 6 times per year.

Section 2: The meeting schedule should be decided upon yearly by the Executive Committee and can be amended as needed by the Executive Committee.

Section 3: Voting Rights- Each member of the Committee should have one vote.

Section 4: Quorum: a simple majority of the voting members shall constitute a quorum. A quorum shall be necessary for the transaction of any business by SMAC.

Article 5: Membership Responsibilities

Section 1: Athletic Director: The Athletic Director will be a hired position in the parish which reports directly to the Pastor.

Section 2: Chairperson: Subject to the general control of the Committee members, the Chairperson shall manage all the affairs of the Committee, monitor compliance and shall work with the Athletic Director to guide the creation of monthly agendas for SMAC. The Chairperson will submit a report to the Pastoral Council after each SMAC meeting, before the next Pastoral Council meeting.

Section 3: Vice Chairperson- The Vice Chairperson shall perform all duties incumbent upon the chairperson during his or her absence or disability. The Vice Chairperson shall coordinate the yearly athletic banquet, facilitate recruitment of new officers, seek nominees for CYO awards, and manage a way to show appreciation for coaches and volunteers.

Section 4: Secretary- The Secretary shall attend all meetings of the Committee, and keep or cause to be kept a true and complete record of the proceedings of such meetings. The Secretary shall share record of all meetings to Committee members, the Pastor, and anyone designated to receive this record by the Pastor or SMAC.

Article 7: Amendments –

Section 1: The power to alter, amend or repeal all or any part of these bylaws is vested in the Committee members; subject to archdiocesan, canon law and these bylaws. The affirmative vote of a majority of the Committee members is required to amend these bylaws.

Section 2: These amendments should then be reviewed by the pastoral council and approved by the Pastor.

Policies and Procedures

1. STANDARDS OF CONDUCT

The following regulations pertain to all St. Mark CYO activities so that every participant is treated equally and fairly. Individual coaches may make additional specific team rules to govern participant's actions during practices, games and CYO sponsored athletic events.

- A. The CYO "Code of Ethics" shall apply to all St. Mark youth sports events.
- B. The CYO "General Eligibility Standards" shall be strictly enforced.
- C. All CYO Rules and Regulations for a specific sport shall be strictly enforced.
- D. It is expected that St. Mark teams will take priority over any other concurrent team activities.
- E. The following actions will not be tolerated:
 - 1. The possession and/or use of alcohol, and /or other illegal drugs.
 - 2. Smoking or chewing tobacco
 - 3. Stealing of any kind
 - 4. Vandalism
 - 5. Use of vulgar language
 - 6. Any other inappropriate conduct or behavior that is inconsistent with CYO standards or deemed inappropriate by SMAC.

2. INFRACTIONS

Infractions of the standard of conduct listed above will be handled consistently. Any or all of the following actions can be taken as deemed necessary by the Athletic Director.

- A. The athlete will be unable to practice with the team or participate in any games until the Athletic Director/SMAC and coach have a chance to investigate and decide what action to take.
- B. The athlete will be assigned duties by the Athletic Director which must be satisfactorily completed before the athlete is allowed to rejoin the team.
- C. The athlete will be suspended for at least one game. The athlete will not be allowed to practice or play with his/her team until that game is over.
- D. The athlete will be dismissed from the team for the remainder of the season and will not be allowed to be present at the games that remain.
- E. In extreme instances the Athletic Director may suspend or dismiss a player or coach with a quorum vote by the SMAC

3. ATHLETE/PARENT COMPLAINT PROCEDURE

The Athletic Committee supports the following athlete/parent complaint procedure involving the coach of any sport:

- A. Any athlete or parent shall first discuss their issue with the head coach of the athlete's team.
- B. If not satisfied with the head coaches' resolution of the issue, the athlete/parent may bring their issue to the Athletic Director. The Athletic Director should consider all parties'

perspective before resolving the issue. The Athletic Director may also discuss the issue with the Athletic Committee before resolving the issue.

C. If either party is not satisfied with the resolution of the issue by the Athletic Director, then the issue may be brought to the Executive Committee. The following procedure will be followed:

1. The complaint must be dated in written form (by letter or email) to the Chairperson of the Committee. The writing shall state the nature of the complaint.
2. The Athletic Committee shall discuss the matter and may, if necessary, conduct a review of the facts.
3. The Athletic Committee shall inform the pastor of St. Mark, and if appropriate, the principal of the athlete's school, and CYO central office of the situation.
4. The Athletic Committee shall resolve the issue by majority vote within thirty (30) days of receipt of the complaint.

4. GRADE POLICY

If a student receives a "D/F" on a progress report, the student is put on academic and athletic probation. Participation in games and practices will be at the discretion of the Student's parents.

If a student receives an "F" on a report card, the student may immediately become ineligible to participate until one of the following conditions are met:

- A. The student is re-evaluated after the first two weeks of the following grading period and in consultation with the students' parents, teacher and the school principal, the student may become eligible if the student is now receiving a passing grade in the class. If the student still has a failing grade the student will remain ineligible until the progress report for that grading period. If the student has a "C" or better at the progress report he will become eligible for the CYO sports programs.
- B. The student receives a passing grade "D", or better, in all subjects on the next report card.
- C. Athletes not attending St. Mark School will have to produce grade reports for eligibility.

5. COACH SELECTION

The Athletic Directors will select coaches based on the following criteria:

- A. Coaching Statement of Interest: If you are interested in Coaching, please email the athletic director with your intent, sport and grade level of interest and your experience.
- B. Tenure with St. Mark Athletics
- C. Attends mass and is a positive example in the community

6. COACHING REQUIREMENTS

- A. Current Background Screen on file is in coherence with policy of the Archdiocese
- B. Complete Safe and Sacred training upon request of Archdiocese