

# CATHOLIC SCHOOL ATHLETIC ASSOCIATION HANDBOOK



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# CATHOLIC SCHOOL ATHLETIC ASSOCIATION

## BOARD OF DIRECTORS

### CHAIRMAN - Fr. Thomas Gentile

Mrs. Becky Box  
Fr. John Deatrick  
Mr. Gary Keibler  
Mrs. Carol Nord  
Mr. Garnett Phelps

Mr. Frank Radmacher  
Dr. Tom Robbins  
Mr. George Thompson  
Mr. Mike Tinker  
Mrs. Beth Wychulis

## SPORT DIRECTORS

Baseball  
Basketball - Boys  
Basketball - Girls  
Basketball - Intermediate  
Cross Country  
Field Hockey  
Football  
Golf  
Soccer  
Softball  
Swimming  
Tennis  
Track  
Volleyball - Boys  
Volleyball - Girls

Mr. Terry Herbstreith  
Mr. Fred Heim  
Mrs. Beth Wychulis  
Mr. Tom Combs  
Mr. Chuck Buehner  
Mrs. Robin Schmidt  
Mr. Thom Wachtel  
Mr. Dave Baron  
  
Mr. Ricky Russ  
Mr. Ray "Bucky" Stoess  
  
Mr. Kyle Yochum  
Mrs. Carolyn Patton  
Mrs. Cheryl Strong

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## **INTRODUCTION**

The Catholic School Athletic Association is an organization formed under the direction and with the approval given July 1, 1951 of the Most Reverend John A. Floersch, reaffirmed by the Most Reverend Thomas J. McDonough, Most Reverend Thomas C. Kelly and the Most Reverend Joseph E. Kurtz, for the promotion of an athletic and recreational program in the Parishes of the Archdiocese of Louisville.

## **HISTORICAL SYNOPSIS**

In 1919 the Xaverian Brothers organized a basketball league of six parochial grade schools. For the next six years these schools played on Saturday mornings at St. Xavier Gymnasium, thus began the first organized recreational activity in Louisville schools.

In 1928-29 under Father Felix N. Pitt, Secretary of the Catholic School Board, Catholic Recreation Commission was formed. This Commission, composed mostly of laymen, sponsored an athletic program in basketball, track, baseball, and physical education program during school hours. A part-time athletic director was retained, as well as a part-time recreation director. The program was sustained by the contributions of prominent laymen.

This commission expired in 1933. Until 1946 the basketball league survived under the leadership of various priests of the diocese. Among these may be noted Fathers George A. Saffin, Herman and Jerome Lammers, Frederick Moore, Louis Bossung, and John Bancroft.

In 1946 Father John Bancroft drew up a constitution for what was to be known as the Catholic School Athletic Association. Father Bancroft served as chairman of the Association through 1948. By this time the Association was concerned with the organizing of baseball, football, and basketball leagues and track meets for the boys; and volleyball leagues for the girls.

Father Martin Moore was elected to serve as chairman in 1949. In early 1951 Father Moore submitted the following proposal to the Archbishop: It is suggested that the Catholic School Athletic Association, operating as a subsidiary of the Catholic School Board, be permitted to establish a permanent office, staffed by a full-time director and secretary, for the purpose of coordination of and giving permanence to the program.

It was suggested that the director be a layman, who would execute the plans of and be responsible to the priest members of the Association.

The expense for operating such an office would be sustained by the increased promotion of the annual basketball tournament and the annual football program and Toy Bowl. The Archbishop responded wholeheartedly to the above proposal and gave his permission for the operation of the plan. On July 1, 1951 the

office was established at Room 209 of the Catholic School Board suite in the Southern Trust Building, Fifth and Market Streets. Mr. Karl F. Schmitt, long associated with the program, was retained on a full-time basis.

In January 1983, the Catholic School Athletic Association hired Mr. James R. Frame as Associate Executive Director to Mr. Karl F. Schmitt. On July 1, 1983 Mr. James R. Frame took over as Executive Director with Mr. Karl F. Schmitt becoming Director Emeritus. On January 31, 1984 Mr. Karl F. Schmitt retired from the Catholic School Athletic Association after 32½ years of loyal and dedicated service.

On July 1, 1959, the C.S.A.A. moved its office to St. John School, 710 East Walnut Street. On August 5, 1978, the C.S.A.A. moved its office to St. Brigid School, 1516 Hepburn Avenue. Then on August 29, 1987, the C.S.A.A. moved its office to the Austin Building, 1939 Goldsmith Lane, Suite 214.

Past Chairmen of the C.S.A.A.: Fr. John Bancroft, 1946-48; Fr. Martin Moore, 1949-53; Fr. John Lenahan, 1953-55; Fr. Martin Moore, 1956; Fr. James Harney, 1957-61; Fr. Matthew Brennan, 1961-62; Fr. Patrick Caster, 1962-70; Fr. Robert Reilly, 1970-80; Fr. Thomas Gentile, 1980-84; Fr. James W. Murphy, 1984-88; Fr. Robert Reilly, 1988-1992; Fr. James W. Murphy, 1992-96; Fr. Thomas Gentile, 1996-present.

## **PURPOSE**

The C.S.A.A. was established in its present form in 1951 to organize athletic leagues for the children of the Catholic School system. With the migration of Catholic youth from parochial to public schools, the scope of the organization was changed to include all Catholic grade school aged youth regardless of school attendance.

The purpose, from the beginning and still is, is to provide opportunities for the grade school youth to play in well-organized and supervised leagues. The C.S.A.A. strives to teach sportsmanship at all times and in all situations, and to teach the participants to play the games well. The teaching of the young people involved to develop their God-given talents to the best of their ability is of primary importance.

The C.S.A.A. is a Catholic organization and all actions and activities by individuals, players, coaches and spectators should at all times be in keeping with the teaching of Christ and his church.

## **ORGANIZATIONAL SET-UP**

### **1. ARCHBISHOP OF LOUISVILLE:**

Upon the Archbishop rests the entire authority of the C.S.A.A.

**2. CHAIRMAN, BOARD OF DIRECTORS AND SPORT DIRECTORS:**

- (a) Chairman: A priest serving in the Archdiocese of Louisville. If a vacancy occurs in the Chairmanship, the Board of Directors shall elect a new Chair from a priest of its membership or from a recruited priest of the Archdiocese of Louisville. In general, his duties include the supervision of the office and the coordination of the entire C.S.A.A. program.
- (b) Board of Directors: Appointed by the Chairman with consultation from the Executive Director. There will be 12 members on this Board. These members will serve six-year terms. This Board is to assist in the solution of problems of policy and regulations as these situations arise: and, along with the Chairman, is the ruling body of the C.S.A.A.
- (c) Sport Directors: Appointed by the Executive Director and with the approval of the Board of Directors, the members of the Sport Directors are to supervise each C.S.A.A. activity. The members of the Board of Directors may be either Lay or Priest and will serve at the Executive Director's will. The Directors, in conjunction with the Chairman and Executive Director, are responsible for the smooth running of their own activity. Each member of the Sport Directors can form an Advisory Board for that particular sport, subject to the approval of the Executive Director.

**3. EXECUTIVE DIRECTOR AND OFFICE SECRETARIES:**

Shall be lay employees hired by the Chairman with the approval of the Policy Board for the operation of the C.S.A.A. office and the over-all direction of the C.S.A.A. program.

**4. LEAGUE MANAGERS:**

Each gym or playing field shall be managed by a designated League Manager, who will be responsible for its conduct and operation; and is answerable to the C.S.A.A.

**5. PASTOR/PRIEST MANAGERS/ATHLETIC DIRECTORS:**

In every parish the Pastor has the ultimate responsibility for any athletic program and its functioning. He may delegate this authority to someone at the parish level who becomes his direct agent or he may over-see the program personally. The ideal is achieved when the pastor/priest manager

accepts this ultimate responsibility and all that it entails in his individual parish.

There are four structures that may be used by the Pastor to meet the needs of the young people in his parish.

- I. The Pastor/Priest Manager personally administers the athletic program. The responsibilities would include:
  - A. To approve, recruit and work with the coaches to see that Christian principles are incorporated into the program.
  - B. Approving player contracts by verifying information.
  - C. Attending games and athletic functions to see that C.S.A.A. policies are being enforced.
  - D. Serve as the resource person to address concerns, complaints, or questions about the athletic program in the parish.
  - E. Overseeing and approving the athletic budget.
- II. The Pastor/Priest Manager appoints an Athletic Director for the parish who acts in the same capacity as the Priest Manager.
- III. The Pastor/Priest Manager may appoint and work with a committee that is a liaison between the Service and Formation committees of the Parish Council.
  - The committee could consist of:
    - Pastor/Priest Manager
    - 2 parishioners
    - 1 parent who has a child in the athletic program
    - 1 parent who has a child in the parish school
    - 1 representative of the Booster Club
    - The school Principal
 This committee will serve as a resource group to the Pastor/Priest Manager in supporting C.S.A.A. policies, dealing with questions about the athletic program, addressing concerns and handling complaints. The responsibility of actions taken by this committee rests with the Pastor/Priest Manager.
- IV. The Athletic Director may work with a committee appointed by the Pastor/Priest Manager that is a liaison between the Service and Formation committees of the Parish Council. The committee could consist of:
  - Pastor/Priest Manager
  - 2 parishioners
  - 1 parent who has a child in the athletic program

- 1 parent who has a child in the parish school
- 1 representative of the Booster Club
- The school Principal

This committee will serve as a resource group to the Athletic Director in supporting C.S.A.A. policies, dealing with questions about the athletic program, addressing concerns and handling complaints. The responsibility of actions taken by this committee rests with the Pastor/Priest Manager.

Every parish that operates an athletic program that is under C.S.A.A. jurisdiction is expected to operate under one of the four suggested structures. The Executive Director of the C.S.A.A. should be informed of the structure that the parish is using and be notified of any changes in procedure. Regardless of which model is selected for the Parish operation of the athletic program, the Pastor/Priest Manager still retains the responsibility for attending the Annual General Meeting of the C.S.A.A. The signing of the contracts of the players involved in the program must be done by the Priest Manager or the athletic director, with the approval of the Priest Manager.

**6. PARISH ORGANIZATIONS:**

Persons or groups, appointed or organized, to assist the Priest Manager in his many duties, such as coaches, athletic directors, Booster Clubs, Men's Clubs and the like, all have the obligation, when promoting teams to compete in the C.S.A.A. program, to carefully follow the regulations and high standards as outlined in this HANDBOOK.

**7. ADVISORY ORGANIZATIONS:**

Persons or groups, such as coaches organizations, established in particular sports to advise the C.S.A.A. Chairman, are likewise subject to the regulations and standards as outlined in the HANDBOOK.

**PREAMBLE**

The C.S.A.A. promotes Christian competition. Christian competition is embodied in the word respect. Those who participate in the C.S.A.A. program in any way are expected to show respect for themselves and those they encounter at all times and in all situations. Good sportsmanship is not only expected, it is demanded. Coaches, players and spectators should not do or say anything that is not respectful and a sign of good sportsmanship. The following policies and

regulations have been adopted to ensure this goal. The C.S.A.A. also recognizes the Parish right to further limit these policies and regulations.

**POLICIES AND REGULATIONS**

**1. ALL INTER-SCHOOL AND INTER-TEAM LEAGUE COMPETITION MUST BE APPROVED AND REGULATED BY THE C.S.A.A.**

**2. PLAYER PARTICIPATION:**

A wide variety of athletics should be offered in order that any boys and girls will find a sport in which to participate. Teams and players are encouraged to play more than one sport during the year, and they should be discouraged from playing one sport through other sport seasons. The number and length of practice sessions is determined in Article #15, - "PRACTICE SESSIONS". Violations will be subject to the penalties as provided in Article #38.

**3. GENERAL ELIGIBILITY RULES FOR PARISH/SCHOOL:**

(a) Age Limit - If a boy or girl reaches his or her 15th birthday before August 1, of the current school year, or is in the 9th grade or over, he or she will be ineligible for all C.S.A.A. Grade School sports.

6TH GRADE - If a boy or girl reaches his or her 13th birthday before August 1, of the current school year, or is in the 7th grade or over, he or she will be ineligible for the 6th grade division.

1.) A boy or girl in the 6th grade, who is ineligible for this grade division because of age, can participate in the 8th grade division.

4TH GRADE - If a boy or girl reaches his or her 11th birthday before August 1, of the current school year, or is in the 5th grade or over, he or she will be ineligible for the 4th grade division.

1.) A boy or girl in the 4th grade, who is ineligible for this grade division because of age, can participate in the 6th grade division only.

2.) Cross Country participation is for 3<sup>rd</sup> and 4<sup>th</sup> grades only.

3.) Flag Football participation is for 3<sup>rd</sup> and 4<sup>th</sup> grade boys only.

(b) Catholic School Attendance - If a child attends the parish school, he or she is eligible for participation at that parish in the C.S.A.A. program.

(c) Eligibility of players of parishes that have no classes for a specific grade, no school at all, or do not attend a Catholic School -

1.) They must be a baptized Catholic and they must have completed the appropriate sacraments of initiation for their age.

2.) Their parents or guardians must be bona fide members of the parish for which they play.

3.) They may not be in 9th grade or over, even if they are of the correct age.

(d) Eligibility of those participants that is home-schooled:

1.) They must be a baptized Catholic and they must have completed the appropriate sacraments of initiation for their age.

2.) Their parents or guardians must be bona fide members of the parish for which they play.

3.) The players will be placed in the appropriate grade divisions based on their age (see Article #3 (a) above).

(e) Those participants attending a parish school different from their own parish, for the current school year - these participants have their choice of either their own parish or the parish school they are attending as to where they want to play. However, once they choose a particular parish for participation, they must play all sports at that parish for that school year unless the parish they choose does not offer a particular sport. (Exclusive of football consolidations.)

(d) Participants who move or change to another parish and/or school during the school year or season may finish the sport with the team they started. (See Article #6, TRANSFER RULE.)

(f) Participants who wish to play a sport that is not offered by their parish may be eligible at the next closest parish offering that sport, subject to the approval of the C.S.A.A. office and the athletic directors of the parishes involved, for the current school year (Exclusive of football consolidations.). If consolidation is approved, it must be with the condition that the parish takes all the participants who wish to play.

(g) ***IF AN ATHLETE PARTICIPATING IN THE C.S.A.A. PROGRAM PLAYS IN A HIGH SCHOOL GAME OR RUNS IN A HIGH SCHOOL RACE, HE/SHE WILL BE INELIGIBLE FOR ALL C.S.A.A. SPORTS. THESE PLAYERS CANNOT PARTICIPATE AS AN INDIVIDUAL UNATTACHED OR AS PART OF A TEAM. THE ONLY EXCEPTIONS ARE BASEBALL AND FIELD HOCKEY FOR GRADUATING 8<sup>TH</sup> GRADERS AS THEY ARE PLAYED IN THE SUMMER.***

(h) Any violations will be subject to penalties as provided in Article #38.

#### 4. **ELIGIBILITY FOR PARISHES/SCHOOLS WITH TWO OR MORE TEAMS:**

In cases where a parish/school has two or more 8th, 6th and/or 4th grade teams, players must remain with the team upon which roster that was submitted to the C.S.A.A. office. (For example; if a player participates on an 8th gr. #2 team, he or she cannot play for the 8th gr. #1 team nor can a player on the 8th gr. #1 team play on the 8th gr. #2 team, regardless of the situation, i.e. he or she quits the #2 team or the #1 team, etc. The same applies for 4th and 6th grade teams.) Players on a sixth grade team may also play on one 8th grade division team (see Exceptions, letter (c). Players on a 4th grade team may also play on one 6th grade division team, but cannot play on an 8th grade division team.

##### **Exceptions:**

- (a) A 6th grader or under cannot play on an 8th grade team in football unless they are ineligible for the 6th grade division.
- (b) A 4th grader cannot play on a 6th grade team in football unless they are ineligible for the 4th grade division.
- (c) 4th graders who are ineligible for the 4th grade division may participate in the 6th grade division only. They are **not** eligible for the 8th grade division.
- (d) For the individual sports, no one in the 6th grade division can participate in the 8th grade division unless they are ineligible for the 6th grade division. No one in the 4th grade division can participate in the 6th grade division unless they are ineligible for the 4th grade division.

Where a parish/school has two or more 8th and/or 6th grade teams, the stronger team must play as the first (or #1) team. Selection of teams is left up to the individual parishes.

#### 5. **SEASON COMPLETION:**

When the season has concluded, it is not permitted for C.S.A.A. teams to participate as a team under a parish name, use parish funds, or use their parish uniforms in any other league, organization or tournament. THEY CAN COMPETE AS INDIVIDUALS.

#### 6. **TRANSFER RULE:**

Unless there has been a bona fide change in residence by the parent and student, any student who has been enrolled in a parish/school and has

participated in any of the C.S.A.A. sports at said parish/school, who transfers parish/school shall be ineligible for C.S.A.A. athletics for a period of one athletic year.

A student whose change in residence by the student and the parent(s) reasonably precipitates a change from one parish/school to another shall be deemed to have a bona fide change in residence.

##### **Q/A1 What is the transfer rule?**

Transfer rule states that any student who changes parish/school after playing in the C.S.A.A. sports program shall be ineligible for one athletic year. The eligibility committee only has the authority to waiver the period of ineligibility and may not waiver the rule if there is evidence that the transfer was for athletic advantage or due to recruitment.

##### **Q/A2 Why is there a transfer rule?**

These rules are necessary for several reasons, including but not limited to, 1) to protect the integrity of the C.S.A.A. program; 2) they protect the opportunities of bona fide resident students; 3) they provide a fundamentally fair and equitable framework for athletic competition in a parish/school to follow; 4) they provide uniform standards for all parish/schools to follow; 5) athletics is a privilege which must not be permitted to assume a dominant position in a parish/school program; 6) they reinforce the view that a family is a strong and viable unit and as such is the best place for students to live; 7) they serve as a deterrent to individuals who would seek to recruit student athletes to attend a particular parish/school for the purpose of building athletic strength; 8) they serve as a deterrent to students running away from or avoiding discipline that has been imposed.

##### **Q/A3 What is meant by "bona fide change in the residence of his/her parents"?**

This means the moving of the student and parent(s) from one parish/school into another parish/school. Determination of what constitutes a "bona fide" change depends upon the case, but the following facts must exist, 1) the original residence must be abandoned as a residence; that is sold, rented or dispose of, or in the process of being disposed of as a residence and must not be used as a residence by any of the student's immediate family; and 2) the student's entire immediate family must make the change and take with them the household goods and furniture appropriate to the circumstances. Under no circumstances can a single-family unit have

two or more residences for eligibility purposes. Under no circumstances can a residence change be used or manipulated for the purpose of gaining athletic eligibility. The C.S.A.A. will not recognize a P.O. Box as an address when interpreting the eligibility of a student athlete.

**Q/A4 If parents separate, what is considered the residence of the child?**

In the absence of a court order giving custody of the child to one of the parents, the residence of the parents at the time of the separation is considered the residence of the child unless both parents move.

**Q/A5 What is a transfer for “athletic advantage”?**

“Athletic advantage” among other definitions and interpretations, could include, but not limited to, a) seeking a superior athletic team, b) seeking relief due to conflict with the philosophy or action of an administrator, coach or faculty member, c) seeking a team consistent with the student’s athletic ability, d) seeking a means to nullify punitive action by the previous parish/school.

**Q/A6 How are cases involving joint custody resolved when dealing with the transfer rule?**

Even if the court awards joint custody, the order designates a living location for the child. This will be the legal residence of the student for interpretation of the transfer rule.

**Q/A7** Participants who move to another parish and/or school during the school year or season will finish the sport with the team they start with. After that sport, they must play all sports with the new parish/school if they meet the transfer rule. If you remain with your old parish while moving to a new school, you are eligible at the old parish.

**Q/A8 Is there an appeal process for students declared ineligible according to C.S.A.A. transfer rule?**

Yes, there is a due process procedure. The Eligibility Committee, through the due process procedure, may reinstate an athlete disbarred from competition. To implement this procedure, contact the C.S.A.A. office, 1939 Goldsmith Lane, Suite 214, Louisville, Kentucky 40218.

**7. CONTRACTS:**

All participants in the 1st grade through the 8th grade must have a signed C.S.A.A. eight (8) year contract for the parish/school attending before playing in a C.S.A.A. scheduled game.

The contracts will be kept on file for eight (8) years and will be valid for all sports played. The athletic director will be given contracts prior to the school year to have signed and returned for all participants for all sports prior to the football/volleyball seasons. Before the contracts are returned to the C.S.A.A., proof of age (birth or baptismal certificate) must be presented to the athletic director or the contract will not be accepted and the participant will not be eligible to compete for his/her parish/school until such proof is given.

- (a) A new contract must be signed for participants new to a parish or school. Therefore, participants who move from one parish/school to another must have a new-signed contract regardless of when the move occurs (during the school year, etc.).
- (b) Participants who have been held back in any grade must have a new contract signed for the appropriate grade.
- (c) For participants playing for a parish/school team other than the parish/school attending under the conditions listed in Article #3, (d) & (f), must have a contract on file for the parish/school they attend. Another contract does not have to be signed for the parish/school team assigned to under conditions in Article #3, (d) & (f). (See Article #8 for roster eligibility.)

**8. ROSTERS:**

A roster must be IN THE C.S.A.A. OFFICE (not just in the mail) for each team in every sport by the date specified. Failure to do so will result in forfeiture of any games played until roster is received.

The rosters will be the official eligibility for each participant for each team in every sport (exceptions: For Tennis & Golf - the entry forms will act as the rosters. For Swimming and Track - the electronic entries are their rosters.). Coaches are responsible for the eligibility of their players (dates of birth, if contract is on file, etc.; see also Rule #3 (a) thru (f) - GENERAL ELIGIBILITY RULES FOR PARISH/SCHOOL).

- (a) Roster must be on official C.S.A.A. Roster form. No other forms or papers will be accepted. The rosters must have listed: names in alphabetical order with the last names first, grade, date of birth, jersey number(s), parish participant attends, school participant attends and parish or school participant attended the previous year.

For participants from another parish/school playing under Article #3 (d) or (f) - they must be listed on roster with all of the above information, and state actual parish and school they attend.

- (b) Players may be added to roster any time during the regular scheduled season. For that player to be eligible, the coach must submit the name and all of the information listed under (a) above, in writing, to the C.S.A.A. office before that player may play. **PLAYERS MAY NOT BE ADDED TO TEAMS AFTER THE COMPLETION OF THE REGULAR SEASON.**

## 9. FRANCHISE/ENTRY FEES:

The C.S.A.A. charges a franchise/entry fee for each team/individual entered in a sport. This fee covers the cost of office operations, officials and trophies. **FRANCHISE/ENTRY FEES ARE DUE WHEN FORMS ARE SUBMITTED.**

- (a) A due date for forms for each sport will be determined by the C.S.A.A. You will have 2 days after the due date to withdraw teams.
- (b) If teams are withdrawn after the 2 day period, you will be obligated to pay the franchise fee for each team.
- (c) For golf, swimming, tennis and track, once the due date has passed, no additional entries will be accepted, and you will be obligated to pay the fees for those entered.
- (d) Failure to turn in the forms for the number of teams/individuals for a specific sport by the due date will result in an additional \$50.00 late fee for each team.

## 10. SPORTSMANSHIP:

- (a) Good sportsmanship should rule in all situations. Players, coaches or fans who fail to adhere to high standards of sportsmanship should not be allowed to participate. If such violations are consistent, the Board of Directors will be forced to regulate.
- (b) If a player/coach is disqualified from a game, that player/coach is automatically suspended for one game and must also be reinstated by the C.S.A.A. office. (See Article #28.)

Violations will be subject to penalties as provided in Article #38.

## 11. COMPETITIVE SPIRIT:

Winning is inherent to competition but winning is not the prime objective of the C.S.A.A. program. The C.S.A.A. does believe, however, that there is an

obligation to take the game seriously that is each player should be taught to play to the best of his or her ability and to prepare for the contest. Teams should be coached so that progress is made in the technique of the game.

## 12. COACHES:

The C.S.A.A. realizes the importance of the coach in the athletic program. The coach exercises great influence on the player; therefore, the C.S.A.A. constantly urges parishes to select competent coaches and instructors. The coach must be approved by the Pastor or Priest Manager and the C.S.A.A. and shall at all times be responsible to the Priest Manager and be under his direct supervision. The Head Coach must be a minimum age of 18 years old. (If the Head Coach is ejected from a game and there is no assistant coach or the assistant coach is a minor, the game will be forfeited immediately. (See Articles #30 & #31.) Student Assistants must be a minimum age of 16 years old and must be accompanied by an adult at all times. The coach must realize, too, that he or she holds a delicate position. The boys and girls that they coach are at a most impressionable age. The coach should at all times serve as an adult Christian role model for his or her players.

Good coaching is reflected in the conduct of players before, during and after the game. Teaching players to play to the best of their God-given ability is what is desired. Teaching that winning is the ultimate and only purpose is not acceptable and will not be tolerated by the C.S.A.A. Coaches are expected to include as many players as possible in as many games as possible during C.S.A.A. competition. Not to strive for this end casts serious doubt on the acceptability of a coach within the C.S.A.A.

- (a) Coaching for Life Video: Before each sport, **ALL** coaches (including assistants & student assistants) must view the C.S.A.A.'s "Coaching for Life" video. This video can be obtained from the athletic director of the parish/school and must be verified by the governing parish/school athletic board that each coach has viewed this video before being allowed to continue as a coach. Any coach found in violation of is subject to penalties as provided in Article #38.

- (b) Safe Environment Workshop: **ALL** coaches, age 18 years and older (including assistants, student assistants, managers, etc.) must attend **ONE TIME** a Safe Environment Workshop. Attendance at this workshop must be verified by the parish. Each coach will sign the card and turn it in to the parish-designated personnel in charge of this requirement. All individuals will abide by the policies set forth in

the Restoring Trust Handbook. Any coach found in violation is subject to penalties as provided in Article #38.

- (c) Coaches Code: Before each season, **ALL** coaches must read and sign the C.S.A.A. Coaches Code card. This code sets a standard of conduct expected at all times. Nothing less than this standard of conduct is acceptable. Any coach found in violation of coaches' code is subject to penalties as provided in Article #38. The C.S.A.A. Coaches Code Card is to be signed and returned to the C.S.A.A. before the season's first scheduled league game. Only one card per coach for the school year is to be signed and returned. This card will be kept on file for the entire school year. Coaches who coach more than one sport need only to sign one card per school year.
- (d) Sex Offense Screening: In conjunction with the policies of the Archdiocese of Louisville, **any and all new coaches** (head coach and/or assistant) must submit to a sex offense screening. The athletic director in each parish has the forms to be submitted to the Kentucky State Police.
- (e) All coaches in the C.S.A.A. program will refrain from wearing high school clothing (i.e., shirts, jackets, shorts, etc.).
- (f) ALL Head Coaches must attend a coaches meeting held by the Executive Director of the C.S.A.A. when designated. Failure to attend such a designated meeting shall result in their being forbidden to coach in the C.S.A.A. It is also expected that coaches within the C.S.A.A. exercise control over the spectators attending his or her game. It is strongly suggested that coaches have a meeting previous to season with the parents of his or her team and inform them of the high standard of sportsmanship that is expected of them.

### 13. SPECTATORS:

While the C.S.A.A. charges admission to contests, this admission does not grant those attending a license to act in less than a Christian sportsmanlike manner. Spectators and parents at any C.S.A.A. event are expected to act in the same respectful sportsmanlike manner that is demanded of the coaches and players. The coaches and clubs that sponsor the sports for a parish are expected to police their own fans. Abusive language or behavior directed at officials, opposing coaches, players and fans are not acceptable and will not be tolerated by the C.S.A.A. Continued misbehavior by a parish's fans could cause the suspension of a team or parish from C.S.A.A. activities.

### 14. OFFICIALS:

Good officiating is also very important in competition. The Association uses every available means within its budget to secure the best officials possible. The C.S.A.A. assigns officials to all basketball, football, soccer, softball and field hockey games. The League Manager cares for other sports officiating. The C.S.A.A. does not expect the caliber of officiating demanded by the N.C.A.A. any more than it can expect to find college level athletic ability in the children who partake in the program. The C.S.A.A. however, expects to find a spirit of fairness and honesty in the officials appointed to supervise the program's contests. If there is in anyone's opinion, solid ground to question these qualities, it should be a matter of conscience to report this at once to the C.S.A.A.

### 15. PRACTICE SESSIONS:

- (a) For the 8th and 6th grade divisions, practices will be limited to four (4) days a week, 3 days during the school week (meaning a day of or night before a school day), 1 day on a non-school day (meaning on a day of or night before school is not in session), including chalk talks, practice games, jamborees, inter-parish/school scrimmages and invitational tournament games/meets. A week starts on Sunday and ends on Saturday.
- 8th grade division** practice will not exceed two (2) hours day, including chalk talks, practice games, jamborees, inter-parish/school scrimmages, and invitational tournament games/meets.
- 6th grade division** practice will not exceed one and one-half hours (1 1/2) a day, including chalk talks, practice games, jamborees, inter-parish/school scrimmages and invitational tournament games/meets.
- 4th grade division** practice be limited to two (2) days a week and will not exceed one and one-half hours (1 1/2) a day, including chalk talks, practice games, jamborees and inter-parish/school scrimmages.
- For football**, a limit of no more than ONE practice game, jamboree game or scrimmage game in a day and for all other sports, no more than TWO practice games, jamboree games or scrimmage games in a day.

This is the maximum allowable practice time and not what is expected for all teams in all sports. FOOTBALL PRACTICE SESSIONS WILL BE DETERMINED AND ANNOUNCED IN JULY.

- (b) Participants playing for two teams within a parish may practice for both teams per day, but may not exceed the total allowable practice time for their age group for that day. (For example, a player on a soccer team and a track team can practice for both in one day, but can only practice for both teams for only a total of 2 hours combined if in the 8th grade division or 1 1/2 hours if in the 6th grade division. The same applies for a player in the 4th grade division playing on a 6th grade team. That 4th or 6th grade division player can practice for both teams, but cannot practice for more than a total of 1½ hours for that day - 4th grade division players are still limited to their two days of practice per week.)
- (c) Jamborees (practice games) - If your team pays to be in a jamboree, it will then be considered an invitational tournament. For football and basketball, teams can participate in no more than ONE jamboree game in a day. For all other sports, teams can participate in no more than TWO jamboree games in a day.
- (d) There will be no games (league or tournament), practices, scrimmages, jamborees, meets, etc. starting before 1:00 P.M. on Sundays, either **ONSITE** or **OFFSITE**. **THERE CAN BE NO ASSEMBLY AS A TEAM BEFORE 12:00 NOON ON SUNDAYS**. Failure to comply will result in forfeiture of your next game. Second offense will result in forfeiture out of the C.S.A.A. tournament.

#### 16. LEAGUE, PRACTICE AND TOURNAMENT GAME TIMES:

All league games, practices, practice games and tournament games (including invitational tournaments, jamborees or meets), cannot be scheduled to begin any later than 8:30 PM during the school week (Sunday through Thursday) so that completion can be by 9:30 PM. There will be no games (league or tournament), practices, scrimmages, jamborees, meets, etc., starting before 1:00 P.M. on Sundays, either **ONSITE** or **OFFSITE**. **THERE CAN BE NO ASSEMBLY AS A TEAM BEFORE 12:00 NOON ON SUNDAYS**. Failure to comply will result in forfeiture of your next game. Second offense will result in forfeiture out of the C.S.A.A. tournament.

#### 17. RESCHEDULING OF C.S.A.A. LEAGUE/TOURNAMENT GAMES FOR CHURCH/ SCHOOL RELATED ACTIVITIES:

- (a) Dates for any church/school related activities that would affect any C.S.A.A. Tournament games have to be turned in to the C.S.A.A. office prior to scheduling of the tournament. Typically, this is done 3 to 4 weeks before the league games are scheduled to end. C.S.A.A. Tournament Games will not be rescheduled for any church/school related activities if the dates are not turned in to the C.S.A.A. prior to scheduling of the tournament. The game will be forfeited.
- (b) League games will NOT be rescheduled for any NON-C.S.A.A. school or church-related activities, i.e., but not limited to, scouts, clubs, little league, club ball, etc.

#### 18. CANCELLATIONS OF GAMES/PRACTICES:

- (a) Some game cancellations of games because of weather conditions will be left up to the discretion of the league managers.
- (b) In other conditions;
  - (1) If school is closed DURING THE SCHOOL WEEK (Mon.-Fri.), ALL GAMES AND PRACTICES WILL BE CANCELLED FOR THAT DAY.
  - (2) If there is early dismissal of the CATHOLIC HIGH SCHOOLS DURING THE SCHOOL WEEK (Mon.-Fri.), ALL GAMES AND PRACTICES WILL BE CANCELLED FOR THAT DAY/EVENING.
- (c) For the weekend games, if weather conditions warrant the cancellation of games, the C.S.A.A. will make the decision. If games are cancelled, so are all practices. In that case, the C.S.A.A. will try to contact as many league managers as possible. The C.S.A.A. will also contact as many radio and T.V. stations as possible (some stations may not air our requests due to their regulations) to get the cancellations on the air. Coaches should call their league managers when conditions are such that cancellations are possible.
- (d) Heat Index Monitors: Heat Monitors will be used at practices and/or games during the months of June through September. The Heat Index will be recorded on paper using your heat monitor. Record will be kept and recorded each day of practice and/or game that is played when the weather is extremely hot. You must follow the C.S.A.A. Heat Index Guidelines, which are available on the C.S.A.A. website: [www.loucsaa.org](http://www.loucsaa.org) and are also given to the coaches in the packets provided by the C.S.A.A. The only exception to the rule will be for girls volleyball. They can practice and/or play in a gym if the AIR-CONDITIONING IS IN USE.

- (e) For all C.S.A.A. Tournament games/meets, the next available date made to us will be used for the rescheduling of these particular events.

**19. NON-C.S.A.A. ACTIVITY:**

The C.S.A.A. players should be instructed along with their parents that practice and play with their parish team should be sufficient exercise. Outside activity with other teams while participating in the C.S.A.A. program, such as boys clubs and other youth organizations, could be the cause of mental and physical fatigue, thus causing them to fall behind in their schoolwork.

**IT IS NOT PERMITTED FOR C.S.A.A. TEAMS TO PARTICIPATE AS A TEAM UNDER A PARISH NAME, USE PARISH FUNDS, OR USE THEIR PARISH UNIFORMS IN ANY OTHER LEAGUE, ORGANIZATION OR TOURNAMENT.**

**20. SPORTS:**

The C.S.A.A. has jurisdiction over all inter-parish/school and inter-team organized sports, but it recognizes that a parish may elect to set up its own intramural programs. However, even in intramural programs it is urged that there be competent supervision and that the competitive spirit be kept in proper perspective in keeping with the ideals of the C.S.A.A.

**21. CLINICS:**

Any athletic clinics sponsored by a C.S.A.A. member involving parish grade school children or grade school coaches must be fully approved by the C.S.A.A. office. A letter must be submitted to the C.S.A.A. prior to the clinic with the dates, times, set-up, etc. The clinic cannot be scheduled within 2 weeks of the announced starting date of try-outs/practice of that sport. If a parish is sponsoring a clinic, they must open the clinic to all parish children. It is not to be open to anyone outside the parish.

**22. ACADEMIC AND CONDUCT REQUIREMENTS:**

The C.S.A.A. feels that the matter of academic and conduct requirements should be left up to the individual parish. However, the Board of Directors has the right to review individual parish decisions on conduct matters that might affect the entire C.S.A.A. program. It is the assumption of the C.S.A.A. that the academic and spiritual developments of the student-athlete are the highest priorities.

**23. TROPHIES AND AWARDS:**

The C.S.A.A. awards are recognized as a suitable means of honoring championship teams. The C.S.A.A. believes that inexpensive rather than expensive awards should be given. However, awards should not be given without accomplishment; standards for awards should be kept high enough that there is an honor to achieving and receiving the award. Due to the tendency of the players to play for the awards and not for the game, it is felt that the value of the awards should be controlled. Therefore, any presentation of jackets, sweaters or other expensive awards by a parish organization will be considered a major violation by the C.S.A.A. and violations will be handled by the C.S.A.A. Any parish award to an individual must be limited to the bestowal of a monogram letter or some other suitable gift not exceeding the monetary value of a 6" letter.

The size of all sixth grade award letters shall not exceed 4" in height.

The size of all eighth grade award letters shall not exceed 6" in height.

It is recommended that the individual parishes not give awards for MVP, most-improved or any other type of award that recognizes the individual and not the team.

In order to keep proper perspective of the importance of athletics on a grade school level, glamorized banquets honoring the achievements of grade school teams are hereby prohibited. However, parish get-togethers modestly honoring teams, coaches, parish program workers and parents for a job well done are permitted. Such a get-together will be under the discreet direction of the parish Priest Manager. The C.S.A.A. will handle all violations.

**24. TOURNAMENTS OR MEETS:**

All Tournaments (excluding the C.S.A.A. season-ending tournaments) (in any sport) must have C.S.A.A. approval. The names of the teams involved and the dates of the tournament must be submitted to the C.S.A.A. office, in writing, prior to the tournament (Special forms are available at the C.S.A.A. office for this purpose). All tournament games (excluding the C.S.A.A. season-ending tournaments) will be counted as part of a team's practice time. All Tournaments shall be limited to eight teams and single elimination, however, for a team who loses in the first round only, they may play one more game against another first round losing team (ONLY exception will be volleyball tournaments, which will be double elimination - or two 4-team pool play). Teams may participate in only ONE Tournament (besides the C.S.A.A. season-

ending tournaments). NOTE: There are no tournaments for the 4th Grade & under division.

It is not permitted to participate in any high school sponsored tournament.

It is not permitted to participate in nor sponsor a Tournament with more than eight (8) teams and/or is not single elimination (except for volleyball, which can be double elimination - or two 4-team pool play).

If a team pays a fee to participate in "practice/scrimmage/jamboree" game, it will be considered a tournament. (See Article #15 "PRACTICE SESSIONS" letter (c)).

It is not permitted to participate in or sponsor a Tournament scheduled after the completion of the regular scheduled season nor can you play any other contest or games with a team or teams from another league or organization or against a C.S.A.A. team.

Awards for such Tournaments are limited to winner (not more \$15.00 value), runner-up (not more than \$12.00 value) and third place or consolation prize (not more than \$10.00 value). INDIVIDUAL AWARDS ARE NOT PERMITTED (except in Cross Country, Golf, Swimming, Tennis & Track).

## 25. PUBLICITY:

Public relations and publicity are important in any athletic program. The desired outcome of play rather than the winning of a championship should be stressed in all publicity. No individual school will be allowed to promote its own publicity unless first checked at the C.S.A.A. office. Publicity in parishes through Pastors is most important and most valuable to our program and should be encouraged at every opportunity.

## 26. VIDEOTAPING OF GAMES:

A team may have its game videotaped for practice, teaching or personal purposes. However, no videotaping of any other games will be permitted (i.e. to use for scouting, etc.). Only a team's own games may be videotaped. Violations will be subject to penalties as provided in Article #38.

## 27. PROTESTS:

THERE WILL BE NO PROTESTS FOR ANY LEAGUE OR TOURNAMENT GAME.

## 28. SPORTS RULES:

The rules governing each sport will be those of the National Federation of State High School Associations, in conjunction with the C.S.A.A. special rules.

A National Federation rulebook (exceptions - Cross Country, Golf, Swimming, Tennis, and Track) and the special rules sheet will be issued to each head coach in each sport at the coaches meetings.

Jewelry will be prohibited for ALL SPORTS. Religious and medical-alert medals are not considered jewelry. A religious medal must be taped and worn under the uniform. A medical-alert medal must be taped and may be visible. (Earrings cannot be taped over.)

Rubber, cloth or elastic bands may be used to control hair. Hard items, including, but not limited to, beads, barrettes and bobby pins, are prohibited.

Face painting, glitter, temporary tattoos, hair or body painting of any kind is prohibited for ALL SPORTS.

## 29. FIRST-AID KITS:

EACH team must have their own First-Aid Kit. Examples of what to have, but not limited to: Band-Aids, gauze, ice packs, alcohol pads, latex gloves, etc.

## 30. DISQUALIFICATIONS/EJECTIONS OF PLAYERS AND COACHES:

Players and/or coaches disqualified from a game **ARE AUTOMATICALLY SUSPENDED FOR ONE C.S.A.A. LEAGUE OR TOURNAMENT GAME AND MUST BE REINSTATED** by the C.S.A.A. before being allowed to participate in any games. Christmas/invitational tournaments or practice/jamboree games do not count towards the suspension. If a coach is ejected from a game, he or she must leave the gym/field. When they sit out the C.S.A.A. league or tournament game that they are automatically suspended for, they may not attend the game as a spectator. They may not be present in the gym/field during his or her team's game. The league/gym/field managers and officials report disqualifications and ejections. Note - if the Head Coach is ejected from a game and there is no assistant coach or the assistant coach is a minor, the game will be forfeited immediately (See Article #12 and Article #31 (c)).

## 31. FORFEITS:

- (a) If a team forfeits any game(s), it can result in penalties as provided in Article #38.
- (b) Any team which finds that it will not be able to be present for any scheduled athletic contest shall be required to inform the C.S.A.A. office AND the league/gym/field manager of its inability at least 48 hours in advance of game time except in emergency. Failure to do

this will result in that parish being fined **\$100.00**. The forfeit fee will be sent to the field/gym where forfeit occurred to cover the loss of revenue from forfeiture (gate, concessions, etc.).

- (c) If the Head Coach is ejected from a game and there is no assistant coach or the assistant coach is a minor (see Article #12), the game will be forfeited immediately (see also Article #30).

**32. FORFEIT TIMES:**

For all sports (except Volleyball and Tennis) the forfeit time will be 10 minutes from the scheduled starting time on each game. For Volleyball, the forfeit time will be 10 minutes on the first game and 10 minutes on the second game. For Tennis, the forfeit or default time is 15 minutes. There are no forfeit times for Cross Country, Golf, Swimming or Track.

**33. CHEERLEADERS:**

The C.S.A.A. provides the parish athletic director the National Federation (High School) rulebook for cheerleading so that those parishes that choose to do so may use them in their own programs. Parishes may set up their own guidelines in conjunction with the C.S.A.A. Policies and Regulations governing all other sports. Cheerleaders should realize that their behavior at athletic events can be an influencing factor on the crowd. Therefore, they should try to promote good sportsmanship among their fans at all times.

**34. RELIGIOUS PRACTICES:**

It is the expectation of the C.S.A.A. that all players/coaches take an active participation in the religious practices of the parish community.

**35. INTERMEDIATE DIVISION (HIGH SCHOOL) ELIGIBILITY/COACHES:**

- (a) Must be in high school and a baptized Catholic, or must attend a Catholic high school.
- (b) Senior Division will consist of 11<sup>th</sup> and 12<sup>th</sup> graders. No 11<sup>th</sup> or 12<sup>th</sup> graders will be eligible for the Junior Division. Junior Division will consist of 9<sup>th</sup> and 10<sup>th</sup> graders. Junior Division players are eligible to play up on a Senior Division team.

- (c) Coaches for the Intermediate Division: All coaches, which include any assistants, managers, etc., must follow the guidelines as described in Article #12. Coaches in the Intermediate Division must be out of high school.

**36. C.S.A.A. SPONSORED SPORTS/STARTING TRY-OUTS/PRACTICE DATES:**

The starting dates for try-outs/practice of each sport will be determined by the Board of Directors and posted on our website by the end of June each year. The dates for 2011-12 school year and the sports that the C.S.A.A. offers are listed below:

Football-Tackle	July 25 <sup>th</sup>
Girls Volleyball	July 25 <sup>th</sup>
Cross Country	August 1st
Football-Flag	August 15th
Basketball	October 24 <sup>th</sup>
Boys Volleyball	February 6 <sup>th</sup>
Softball	March 1st
Soccer	March 1st
Track	March 1st
Swimming	March 3 <sup>rd</sup> - one day meet (subject to change)
Baseball	May 1st
Field Hockey	May 1st
Tennis	June - tournament play only (one week) - Dates to be determined
Golf	June - tournament play only (two days) - Dates to be determined

No parish sponsored clinics, practices, workouts or try-outs are allowed at least 2 weeks before the designated starting time for each sport and C.S.A.A. permission must be obtained prior to the clinic dates.

**37. CONFLICT RESOLUTION THROUGH APPEAL:**

As with any organized activity, sports programs, on occasion, are involved in conflict situations, which require resolution. It is the aim of the C.S.A.A. to respond to and resolve conflicts at the simplest level possible for the benefit of all parties concerned. If coaches, players, parents and parish athletic

directors are unable to settle the conflict in-house, the Executive Director of the C.S.A.A. will become a party to the resolution. On occasion, serious matters will necessitate the involvement of the C.S.A.A. Board of Directors who will make a decision on behalf of the C.S.A.A. concerning the conflict. If satisfaction is still not reached, the appeal process through the Archdiocese of Louisville shall be used by contacting the Archdiocesan Due-Process Board, whose response will represent the decision of the Archdiocese concerning the matter.

**38. VIOLATION PENALTIES:**

THE C.S.A.A. POLICY BOARD WILL HANDLE ALL VIOLATIONS TO THE ABOVE POLICIES AND REGULATIONS. PENALTIES MAY BE THE PROBATION OR SUSPENSION OF A PARTICULAR PLAYER, COACH, TEAM OR SCHOOL OR FORFEITURE OF A GAME OR GAMES PLAYED. THE SUSPENSION COULD BE FOR A PERIOD OF ONE OR MORE GAMES, OR THE ENTIRE SEASON OR FOR THE WHOLE YEAR. PROBATION SHALL ALLOW SAID COACH, TEAM, SCHOOL OR PLAYER TO PARTICIPATE UNDER SUCH CONDITION OR TERM AS DETERMINED NECESSARY BY THE POLICY BOARD. THE POLICY BOARD SHALL DECIDE TIME AND CHARACTER OF ALL PENALTIES.