



## St. Catharine Parish Athletic Board Charter

### **Article 1** **Title**

- 1.01 The name of this body shall be the St Catharine Parish Athletic Board, hereinafter referred to as 'the Athletic Board'.

### **Article 2** **Purpose**

- 2.01 The Athletic Board's purpose is to offer athletic programs that provide physical, mental and spiritual development of our Parish's youth. Recognizing this, the Athletic Board is dedicated to the purpose of providing athletic instruction, opportunities and experiences for the young people of St. Catharine's Parish.
- 2.02 The Athletic Board is to provide opportunities for all eligible youth parish members to supplement and enhance their individual development by promoting comprehensive, balanced athletic programs rooted in the principles of Christian values, participation, sportsmanship, and skill development.

### **Article 3** **Membership**

- 3.01 To become an eligible member of the Athletic Board an individual must either be a member of St. Catharine parish or have children that are currently enrolled in the school. Additionally, it is required that the Protecting God's Children and the Play Like a Champion classes has been completed and there is a copy of the member's fingerprints on file.
- 3.02 It is also required to be in good standing with the Diocesan Recreation Association and any other leagues or associations that teams from St. Catharine's participate in.

### **Article 4** **Organizational Structure**

- 4.01 Executive Board
- To consist of the Director of Athletics (DA) and acting sports commissioners. All Commissioners of active sports will act as voting members.
  - The Executive Board shall have power to govern the overall activities of the Athletic Board and make any decisions in accordance with this Charter or the policies, procedures and guidelines of the Athletic Board. Any questions not addressed by this charter are to be handled at the discretion of the Executive Board.
  - New members of the Executive Board are to be nominated and approved by a majority vote by the Athletic Board with a final approval by the residing Pastor of the parish.
- 4.02 Other members of the Athletic Board include:
- Sport Commissioners – Specific sports and duties are on separate amendment
  - Sport Coordinators – Specific types and duties are on separate amendment

**Article 5**  
**Accountability and Expectation of all Members of the Athletic Department**

- 5.01 All members of the Athletic Board, and all its coaches, parents and players that participate in our programs are accountable to the Pastor and to the school in fulfilling their position descriptions and responsibilities. All members are expected to represent the parish, school and themselves in a positive manner.
- 5.02 The Athletic Board, and all its coaches, parents and players are accountable to the Diocesan Recreation Association (DRA) in implementing and following the rules and policies established by the DRA.
- 5.03 The Athletic Board, and all its coaches, parents and players are accountable to each other. All positions within the Athletic Department are subject to disciplinary action, including dismissals, if deemed necessary. The Executive Board has the full authority to carry out all disciplinary action.
- 5.04 It is the responsibility of the Athletic Board to maintain and enforce the rules and regulations of the DRA and other organizations that our teams participate in. Additionally, The Athletic Board may create, maintain and enforce rules that are specific to the needs of our parish.

**Article 6**  
**Meetings**

- 6.01 The Athletic Board shall hold Regularly Scheduled Meetings on the first (1st) Monday of each month, at 7 pm, unless otherwise notified. The DA or any other member of the Athletic Board, with the consent of the DA, can call special meetings at any time.
- 6.02 All Athletic Board members that are in good standing are expected to attend.
- 6.03 All Regularly Scheduled Meetings of the Athletic Board may be attended by members of the parish if scheduled in advance (24 hours) to discuss any issues they would like considered by the Board.
- 6.04 The right of non-voting members or visitors to address the board at meetings shall be limited to those whose request in writing to be included to the meeting agenda. This request must be submitted to the DA for approval to the agenda at least 1 week in advance of the meeting. The DA can at his/her discretion reserve the right to place time limitations on visitors' presentations.
- 6.05 Meeting minutes - A written record of the Athletic Board actions will be prepared by the DA and provided to all Athletic Board members to review. An additional copy will be published on the Parish and school website for all to view.

**Article 7**  
**Voting Eligibility and Matters Subject to Vote**

- 7.01 Voting Eligibility – Voting members shall consist of any eligible member of the Athletic Board that is in good standing. Each eligible voting member shall receive one (1) vote per position. If a member holds more than one position on the Athletic Board, they still only cast one vote.
- 7.02 Matters that are subject to vote will only be done IN PERSON at the Athletic Board meetings. Any members that do not attend meetings will not have an eligible vote. Eligibility will be reinstated when that member attends their next meeting. A majority vote will approve/deny any matters subject to vote. The DA has authority to break a tie.
- 7.03 Matters subject to vote by the membership of the Athletic Board are:
- a. Election of new Athletic Board members.
  - b. Individual project/equipment expenditures that exceed one thousand five hundred dollars (\$1500.00). The Treasurer with the knowledge of the President must approve any expenditure under \$1500.
  - c. Changes to the Charter.
  - d. Other items necessary for the function of the Athletic Programs.