

# ***ST. ALBERT THE GREAT BOOSTER CLUB***

## **MISSION STATEMENT**

The mission of the St. Albert the Great Booster Club is to help children grow spiritually, mentally, and physically through teamwork, leadership and fair play, and through quality athletic programs, facilities, and equipment. The Booster Club is a volunteer-based organization, supported by fund-raising activities. Booster Club concerns are represented in the Parish Pastoral Council by a Liaison of the Parish Life and Welfare Committee.

## **OPERATING GUIDELINES**

St. Albert the Great's athletic program is for the benefit of the children. St. Albert is a participating Catholic School Athletic Association (C.S.A.A.) member and functions according to C.S.A.A. competitive guidelines, which state: "Winning is inherent to competition, but winning is not the prime object. The C.S.A.A. does, however, believe that there is an obligation to take the game seriously." The St. Albert the Great Booster Club classifies each sport as either multi-layer or single-layer. Multi-layer sports are those sports that require the establishment of competitive level "A" and "B" and "C1" teams, and equally divided "C" teams. Single-layer sports are those in which competitive levels do not exist and all children compete as one team, such as track, tennis, golf, swimming, and cross country.

## **STUDENT PARTICIPATION**

Participation in extra-curricular activities is a privilege. A student must continue to perform to the best of his/her ability in the area of academics as well as continue to exhibit behavior that is appropriate for St. Albert students. The teachers and administration reserve the right to contact the coaches and recommend probation/suspension, if the situation warrants it. The administration will notify the parents and consensus will be reached regarding the length of probation or suspension.

Students who are absent from school are not permitted to attend practice or games on that same day. This also includes any student who leaves during the school day. The Booster Club Board, coaching staff, and faculty will collaborate in this effort.

Students who are suspended, receive an in-school suspension, are under serious disciplinary review, or are dismissed for disciplinary reasons from their school will not be permitted to participate in athletics. However, if the student is re-admitted, eligibility may be reinstated. If a suspension or in-school suspension is served during a period in which the team has no activity (practice or game) scheduled, suspended student-athletes may not attend the next practice or game (whichever comes first) following the suspension. It shall be the responsibility of the students and their parents to advise the coach of any suspensions immediately.

Should the student attend any team activity during a period of ineligibility (due to suspension or absence from school), the coach must suspend the player from the next TWO team activities.

Coaches may not make exceptions to these policies and are authorized to enforce these policies.

## **STUDENT ELIGIBILITY**

Those children who are not students at St. Albert School must be enrolled in and actively attending the parish Sunday School to be eligible to play in our sports program. A child attending the parish school is eligible to participate our sports program.

## **SIGN-UPS**

Sign-ups will be held in a timely manner in order to anticipate the number of teams and coaches required. Fees, which are set by the Booster Club Board, are due at the time of sign-ups. A late fee of \$25.00 will be charged in sports where we have to get accurate counts of participants. These include basketball, volleyball, etc. Late sign-ups (with the \$25.00 late charge) will be accepted after sign-up day, but will be placed on a waiting list and may not be called to play. Late sign-ups will not be accepted after tryouts. With the expressed permission of the Athletic Director (A.D.), a late fee will not be charged for sports where we need to recruit players to fill out a team. Coaches may not presume to authorize waiving of late fee prior to A.D. approval.

## **TRYOUTS**

Tryouts are intended to assess the ability of each child for placement on the appropriate competitive team. In order to earn a position on an "A" or "B" team, the Booster Club requires the player to participate in scheduled tryouts. Any adult who wishes to coach a team for the upcoming season must make every effort to attend all tryouts. After tryouts are complete and the A.D. determines the number of teams necessary, the A.D. will assign coaches. Teams are picked based on established C.S.A.A. guidelines. Players who withdraw after participating in tryouts will be ineligible for one full year to play on any team above the level which they refused. This suspension applies only to multi-layer sports and is in effect through the season of the refused sport in the following year.

## **EXCEPTION TO THE GENERAL RULE FOR TRYOUTS**

In emergency situations, such as a death in the family, an illness, etc., a separate tryout can be granted with the Athletic Director's approval. It is the parents' responsibility to notify the Athletic Director in advance of scheduled tryouts if their child is unable to attend tryouts and wants to be considered for an "A" or "B" team. Children missing both tryouts without prior permission from the A.D. are not eligible to play.

## **POSTING OF TEAMS**

Following tryouts, a list of the teams will be posted on the bulletin board in Willet Hall. If a coach has not volunteered for each team, some team(s) may be posted without a coach. If no one steps forward to coach the team within 48 hours, that team will be disbanded, the players will be released and their sign-up fee will be refunded.

## **REFUNDS OF SIGN-UP FEES**

It is the general policy of the Booster Club that sign-up fees will be refunded only if the A.D. is notified of a player's withdrawal at least two weeks before the anticipated C.S.A.A. starting tryouts/practice date for the sport, or before the first practice if tryouts are not held. Any exception to this rule (for hardship, injury, etc.) must be approved by the A.D. Credit will not be issued toward sign-up of future sports without this written approval.

## **PRACTICE TIMES**

The Booster Club abides by the practice time guidelines set forth in the C.S.A.A. handbook. Please refer to these guidelines for details regarding specific sports.

## **CONCESSION STAND DUTIES AND FEE**

The St. Albert the Great Booster Club hosts league games both in the gym and on the back field. One way the Boosters earn money to support the athletic programs is by running a concession stand at these events. When a child participates in a sport, one of his or her parents will be assigned to work in the concession stand or at the admissions gate. Parents are responsible for working their scheduled shifts or finding a substitute. Only people of high school age or older can work. Parents will be required to write out a separate check for \$75.00 at each sign up, in addition to the sports fees, that will be held until all scheduled concession duties have been fulfilled for that sports season. Alternatively, an undated check for \$75 may be submitted which will be kept on file for the full school year. If a concession duty is missed, the \$75.00 check will be cashed and deposited into booster club funds. Sign up forms will not be accepted without the required concession duty check, or having a record of one being on file.

## **DRAWING PLAYERS FROM LOWER LEVELS**

If one or more of the circumstances below limit participation in a particular sport, players may be drawn from the next lower grade level:

- \* too many players for one team, but not enough for two;
- \* need to maintain manageable team numbers;
- \* for player safety; to avoid cutting players;
- \* to avoid minimal or no playing time for players.

## **SUGGESTED MANAGEABLE TEAM SIZES**

For optimal playing time and coaching opportunity, the Booster Club recommends these team sizes:

- \* Volleyball: max = 10; min = 7; ideal = 9
- \* Basketball: max = 12; min = 7; ideal = 10
- \* Softball: max = 15; min = 12; ideal = 14
- \* Soccer: max = 18; min = 13; ideal = 15
- \* Baseball: max = 18; min = 14; ideal = 16
- \* Field Hockey: max = 21; min = 16; ideal = 18

## **HOLY DAY OF OBLIGATION POLICY**

St. Albert the Great Boosters will not sponsor or participate in practices, tryouts, etc., at a time that conflicts with a St. Albert Mass celebrating a Holy Day of Obligation of the Church. This policy is a prohibition against all such activities, including those that are not held on the St. Albert grounds. This will not apply to participation in tournaments and in C.S.A.A.-scheduled games.

## **ELIGIBILITY**

The St. Albert the Great Booster Club follows C.S.A.A. guidelines for general athletic eligibility, as found in the Catholic School Athletic Association Athletic Handbook. Text of this Handbook is available on the C.S.A.A. website. A link to that site may be found on the Booster webpage of the **WWW.STALBERT.ORG** website

## **FEEDBACK/OMBUDSMAN**

The St. Albert the Great Booster Club wants and needs feedback so that we can maintain a program that is fair and that provides the best environment for our children. To that end, we offer three ways to provide feedback. The first way is an on-line feedback form on the St. Albert website (just click on the Booster Club section). The second is either to print the form or to send a note to the Ombudsman through the school mail system. The third is to fill out the feedback section on the back of the sign-up form. All of these feedback forms are confidential and will be used by the Athletic Directors and the Booster Board to make improvements in the programs.

## **GRIEVANCE POLICY**

The St. Albert the Great Booster Club is a group of volunteers dedicated to making the athletic experience of all eligible parish children the best it can be. The Booster Club Board, a group of peer-elected officers, governs the Club.

The Booster Club operates under a set of by-laws that outline the functions and governing rules of the organization. As a parish organization, the Booster Club is accountable to the Pastor of the parish, as well as to the parents of the children under its charge.

The Booster Club recognizes that, in enforcing its rules and imposing its guidelines with the best of intentions, there may be occasion for a child/parent to file a complaint against the actions of the Booster Club Board. In such instances, the Booster Club Board asks that the following steps be taken by the child/parent to address a grievance:

1. Discuss the concern with the head coach of the team. Seek an explanation of the action taken by the coaches, as they are closest to the issue or event.
2. If the explanation is not satisfactory, contact the appropriate Athletic Director for further investigation or clarification.
3. If the issue is still not resolved, then the complainant may ask for a review by the Booster Club Ombudsman, by submitting a written request within two weeks of the initial incident. The Ombudsman shall respond in writing, within a reasonable time period.
4. If the situation is not resolved, it will be referred to the Grievance Committee. The Grievance Committee is a panel that was established at the request of Fr. Don Hill to deal with and to make final decisions on issues. The Ombudsman shall determine the make-up of the panel, and it is highly recommended that at least one member does not have children participating in our sports programs.

By following these steps, you are assured of the most expeditious resolution of your concern. The Booster Club and its members are not perfect. The rules and regulations by which the Booster Club operates are designed to provide the most efficient and fair athletic experience for everyone involved.

***Please work with the Booster Club to make St. Albert Athletics enjoyable for all.***