

Immaculate Conception

Athletic Association



Handbook
2021-2022

Mission Statement

Athletics offers a great opportunity for individual growth through Christian fellowship and is deemed an extension to the Christian values and teachings observed at Immaculate Conception. Our goal is to foster student growth in skills and lessons taught during competition and being a part of a team. Winning, losing, sacrifice, perseverance, integrity, sportsmanship and hard work are among the lessons available within the athletic program offered at Immaculate Conception School. A combination of Christian fellowship and the respect that we develop for each other as fellow Christian Athletes will help us to advance our Christian stewardship.

Athletic Association Board

Membership: The Athletic Association Board will consist of a 7 voting and 16 associate board members.

Meetings: The Association meets on a monthly basis during the school year as needed. Additional meetings may be held on an as-needed basis. Meetings are open, but those who wish to address the meeting must contact the president or other director in advance of the meeting, and speak only during open forum time or when otherwise designated on the agenda. Closed meetings may be called for if the need for discussion of sensitive issues arises.

Financial: The Association is funded through revenues from admissions charges, concessions, tournament fees, fundraisers and general donations.

Budget & Oversight: The Executive Committee shall, each year, produce a written operating budget for the next school year, to outline projected revenues and expenditures for the upcoming year.

Athletic Association Board:

The Athletic Association Board will consist of four permanent officers: president, secretary, treasurer and 3 at large board members. Other auxiliary officers may be appointed by the existing Athletic Association Board on an as-needed basis to help with specific tasks and responsibilities.

President: The President oversees administration of all athletic programs, tournaments and any other Association operations. He or she serves as the Association's primary contact with the IC school administration, athletic association presidents of other schools and Immaculate Conception parish. The President's other responsibilities include, but are not limited to, oversight of volunteer coaching staff and officials; presiding over Committee meetings; presiding over pre-season mandatory parent meetings; and maintaining contact with school administrators to ensure student compliance with Academic & Disciplinary Guidelines for Student-Athletes. The President shall operate in consultation with other board members, and may delegate some of the aforementioned responsibilities to other board members or auxiliary officers.

Treasurer: The Treasurer is responsible for gate and concessions cash drawers, deposits and accounting. He or she also disburses accounts payable, maintains financial records for the Association, gives financial reports at meetings and is responsible for all deposits, expenditures and record-keeping relating to all Association fundraisers.

Secretary: The Secretary handles all correspondence for the Association, including correspondence, contacts and programs for all home and away tournaments. He or she schedules and contacts parent concession, gate and gym monitor volunteers for all home games and tournaments. He or she also takes and records minutes of all Association meetings.

Staggered terms: The Board member's terms shall be staggered so that no more than two board members are replaced per year.

General duties: All permanent officers of the Board are expected to be actively involved in operations of all Association activities, particularly home games, tournaments and fundraisers. These duties include, but are not limited to; ensuring volunteers are in place for required duties, setting up and cleaning up for all home games and tournaments. Board Members are expected to attend all regular and special Association meetings. Board Members must also attend any child abuse awareness or other training as required by the parish or Archdiocese for volunteers who work closely with parish youth.

Volleyball and Basketball Chairs: One Board Member shall serve as chairman for volleyball and one Board Member shall serve as chairman for basketball. These chairmen will be responsible for scheduling of games, practice times with coaches, and scheduling of referees.

Decision-making: The Board shall strive to reach decisions by consensus whenever possible. If consensus cannot be reached, decisions will be made by a majority vote of the permanent officers of the Board. Each Board Member has one vote. Input from parents, coaches and other volunteers will be sought and encouraged, but final decision-making authority rests with the Board.

Associate Board Members (Class Representatives): There shall be 1-2 class representatives for each grade (5th thru 8th) and each sport (volleyball, basketball and cheerleading). The class representatives will be responsible for communications with their respective grade regarding any Athletic Association news, schedules or other issues. The class representative will also be responsible for handling setup/cleanup and monitoring activities in the gym during their respective grades games.

Athletic Goals

Participation on a team at Immaculate Conception School is a privilege, and with this privilege comes responsibilities in the areas of preparation, attitude, sportsmanship, and academics. We believe that these responsibilities exist both in and out of school in athletic and non-athletic settings. We ask God's strength and guidance in meeting these responsibilities.

Sportsmanship and Behavior Expectations

Athletics is a medium where we represent Immaculate Conception School in a public light. Therefore, **both spectators and participants** are expected to display positive behavior traits. These traits include, but are not limited to; treating team members, officials, opponents, and spectators with respect; cheering for our team positively and not against our opponents; and abiding by all rules and regulations. Improper/foul or abusive language directed at the athletes, coaches or referees will not be tolerated. Spectators/athletes are not to address the official during game play in any manner, this should be handled by the coach. If a situation arises, appropriate measures will be taken and anyone behaving in this manner may be asked to leave the school premises. There are no exceptions to this!

Classroom Expectations

Students with deficient academic performance during any reporting period (mid-quarter or quarter) will be subject to the following consequences: Two D's - one game playing suspension, One F - two game playing suspension, Behavior infraction resulting in Detention - same day practice or game suspension. The maximum penalty for academic deficiency during any given reporting period (mid-quarter or quarter) is a two-game playing suspension.

If the student has received academic and disciplinary notification during the same reporting period (mid-quarter and quarter), the penalties will be added together. For example, a student receiving one F and a detention will result in a three-game playing suspension.

At each reporting period (mid-quarter or quarter) the principal will notify the coach of any student who has earned two D's or an F. In the case of a detention, parents and students will be informed of the automatic game suspension by a phone call, and the principal will inform the coach.

If a player is ineligible and continues to participate in games, the number of games will be doubled. Students who receive game suspensions: should attend practice, should attend games in which they cannot play, will not be able to "dress out" for the games in which they cannot play, and should sit on the bench during the games in which they cannot play.

Athletic Participation

Immaculate Conception PSR and students in 4th through 8th grade are invited to participate in the Athletic Association. Basketball is available for boys and girls in 4th through 8th grade. Volleyball is for 5th through 8th grade girls and 8th grade boys. Cheerleading is for 6th through 8th grade.

School Absence

We are first and foremost a Catholic School. If a student is absent from school due to illness or other reasons, they should not plan on participating in practice or playing in a scheduled game. Medical/dental professional appointments are acceptable.

Parent/Coach Communication

As your son/daughter becomes involved in the sports program at Immaculate Conception School, they will experience some of the most rewarding moments of their lives. It is important to understand that there also may be times when things do not go the way your child wishes. This is an opportunity for your child to talk with their respective coach and discuss the situation. When your child handles the problem, it becomes part of the learning and maturation process.

There may also be situations that require a conversation between the coach and the parent. These are encouraged. It is important that both parties have a clear understanding of the other's position. Please follow the following procedures to help promote a resolution. 1. Parent/guardian speaks directly to the coach to discuss the concern. (after a 24 hour cooling period)
2. If the concern is not resolved, call the Athletic Association to arrange a conference. A meeting

will be arranged with the coach, parent and Athletic Association.

3. At this meeting, the appropriate next step can be determined.

4. Please do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and coach. Meetings of this nature do not promote resolutions.

5. **If the “24 hour” cooling off period is violated, that parent will not be allowed to attend the next game.**

Social Media and Privacy

INTERNET & ELECTRONIC COMMUNICATIONS CONDUCT (4303.4 Archdiocesan Policy Manual) - A safe environment for all members of the school community should be a hallmark of a Catholic school. This is accomplished, in part, by fostering a climate based on Gospel values that emphasize the dignity of and respect for all persons. Words, actions, or depictions, which violate the privacy, safety, or good name of others, are inconsistent with that goal. Whether occurring within or outside of school, when students or parents jeopardize the safe environment or act contrary to those Gospel values they can be subject to disciplinary action by the Athletic Association.

This policy applies to communications or depictions through e-mail, text messages, or web site postings, whether they occur through the school's/Athletic Association equipment or connectivity resources or through private communications, which: (1) are of a sexual nature; (2) threaten, libel, slander, malign, disparage, harass or embarrass members of the school community or (3) in the principal's discretion, cause harm to the school, or the school community (collectively referred to as “Inappropriate Electronic Conduct”). Inappropriate Electronic Conduct shall be subject to the full range of disciplinary consequences, including withdrawal for cause.

MAINTAINING SCHOOL PRIVACY (4402.4 Archdiocesan Policy Manual) - Immaculate Conception School understands that students/parents have access to technology that enables them to record, either visually or audibly, a student of the school or a member of the school staff. Out of respect for the students in the school, students and parents are not to publicly post any videos, pictures or audio

recordings of students at school events unless the student/parents has the express written from the school to do so. This includes but is not limited to online photo-sharing and posting videos to You-Tube or similar applications. Additionally, in order to ensure the privacy of members of the school staff, students and parents are not to record a member of the school staff without the express permission of the staff member. As such, students and parents are prohibited from recording classroom lessons/discussions and are prohibited from photographing or videotaping teachers without the teacher's permission. Likewise, students and parents shall not publicly post any videos, pictures or audio recordings of staff members unless the student's parent has the express written permission from the school staff member. This includes, but is not limited to, online photo-sharing and posting videos to You-Tube or similar applications.

Expectation of Coaches

1. Required to complete the Protecting God's Children workshop before attending any practice or game.
2. **Know the rules and play of the game.**
3. Do his/her best to educate themselves on proper coaching methods to ensure a beneficial education and development of the student athletes.
4. Possess a working email address that he/she can access on a regular basis for communication with Athletic Board and parents.
5. Treat all athletes, coaches, parents, board members, and officials with respect.
6. Provide an opportunity for growth for each individual athlete.
7. Provide a positive and stimulating environment for athletes in practice and in games.
8. Be the source of communication with parents for any questions and/or issues they may have. (the Board is available for exceptional situations)
9. Be the presence of authority at games, home and away. He/She is responsible for athlete and IC spectator behavior. If a problem arises, he/she is required to address the problem accordingly.
10. Distribute and collect uniforms for his/her players.
11. Remember that you are representing Immaculate Conception School and Parish, thus he/she is expected to exhibit appropriate behavior at practice, games, and otherwise.

Expectations of Parents

1. One parent/guardian will be REQUIRED to attend a Protecting God's Children workshop, this parent will be the designated volunteer for their child.
2. Be positive with your son/daughter. Let them know that they are accomplishing something by being part of the team.
3. Do not offer excuses to them if they are not playing. Encourage them to work hard and do their best. Make all efforts to get your child to practices. **DO NOT EXPECT YOUR CHILD TO PLAY IF THEY DO NOT ATTEND PRACTICE.**
4. Encourage athletes to follow the rules.
5. As a fan, you are entitled to cheer your head off, but don't become belligerent. Coaches work with athletes and know their talents. Respect that!
6. Insist that the athletes respect team rules, school rules, game officials, fellow team members and sportsmanship. Self-respect begins with self-control.
7. Encourage the athletes to improve their self-image by believing in themselves.
8. Encourage your athlete to play for the love of the game.
9. Encourage your athlete to support all team members, regardless of skill level.
10. Remember that the coach is involved as a coach because he/she is sincerely fond of children and because they love the game. They are also volunteering and donating an enormous amount of their time.

***Each team is allowed 2-3 coaches (Unless the number of team players warrants being split into 2 teams).** The ICAA will pay for 2 coach's shirts per team. Coaches need to be identified no later than the Coaches Meeting, prior to the parent meeting. All other player's parents will be required to issue the \$100 "Work Deposit" and will be assigned to work a shift(s)...refer to #11. Coach's shirts will be ordered and supplied by the Athletic Association. No one else is authorized to order coaches shirts, if anyone else orders coaches shirts they will be responsible for paying for these personally.

Coaches have different ways of dealing with people and situations. Athlete's lives are enriched by interaction with different types of leaders.

11. Remember: At a competition you, the parent, represent your town, your school and your son/daughter. Please be a positive role model.

12. Immaculate Conception is one of the only schools in this area that offers an Athletic program at no charge. In order to keep it at no cost, we **REQUIRE** you to volunteer your time to help with the concession stand, gate, line judge, clock, or book. A deposit check of \$100 dollars will be required for each sport your child is involved in. **The \$100 “work deposit” is required per family, per sport (not per player).** The check(s) will not be cashed unless you do not work your assigned time. It is the parent’s responsibility to work or arrange for a competent substitution. **Deposit checks will be returned once the uniforms have been turned in (not once your shift(s) have been fulfilled).** The ICAA is strictly run by volunteers and it takes every parent to make this program successful. Each parent will receive a work schedule in which each of you will be assigned and responsible for working the HOME games. **Any team wishing to host a tournament at IC will also be responsible for working that entire tournament.*

Expectations of Athletes

I understand that participating in athletics gives me a special opportunity to develop not only my physical conditioning and athletic skill, but also character traits that will serve me well in life. I therefore commit to strive for the following during the upcoming season.

Competence – The knowledge and skill I need to train and effectively compete.

1. Develop the skills necessary to participate competently in the sport.
2. Demonstrate knowledge of the rules of the sport.
3. Gain an appreciation for the strategies of the sport.
4. Demonstrate a level of physical conditioning and fitness sufficient to participate competently in the sport.

Character – My beliefs, attitudes and skills that support moral behavior and represent the positive values of Immaculate Conception School

1. Be dependable in fulfilling obligations and commitments.
2. Accept responsibility for consequences of actions and not to make excuses or blame others.
3. Strive to excel in understanding and skill of the sport.
4. Be committed.
5. Persevere and give 100% effort in practice and games and to not give up in the face of setbacks.
6. Be honest.
7. Play by the rules of the sport and not cheat.
8. Control anger and frustration and refrain from displays of temper and bad language.
9. Accept losing and winning graciously, to congratulate opponents in a positive manner regardless of the outcome. Use a loss as an experience to learn and grow from.

10. To attend all practices. **DO NOT EXPECT TO PLAY IF YOU DO NOT ATTEND AND/OR PARTICIPATE IN PRACTICE. (Participation is measured by the effort and dedication displayed by the athlete in practice)**

Civility – Practicing behaviors that show respect and concern for others – treating them as I would want to be treated.

1. Be compassionate and sensitive to others and to treat them respectfully regardless of individual differences.
2. Refrain from “trash talk” and other negative comments or actions towards opponents and teammates.
3. Respect others (Coaches, Officials, Captains, etc.) at practices and games.
4. Listen to and try to understand others.

5. Actively support teammates and others.

Citizenship- Understanding that being part of a team is about my responsibility to my teammates, and not just about what's important to me.

1. Be faithful to the ideals of the games including sportsmanship.
2. Keep commitments to my team.
3. Show team spirit, encourage others and contribute to good morale.
4. Put the good of the team ahead of my personal gain.
5. Work well with teammates to achieve team goals.
6. Accept responsibility to set a good example for teammates, younger athletes, fans, and our school community.

Uniforms

The athletic association has made a significant investment in uniforms for the athletes. We ask that the athletes and parents respect that investment as these are used each year. There are some simple rules to follow with regards to care for these uniforms.

1. Wash as needed in cold water.
2. NEVER use bleach
3. DO NOT dry in the dryer. Hang dry only.

To insure the return of these uniforms and the proper care of these uniforms, the Association requires a \$50 deposit for 5th, 6th, 7th, and 8th grade girls' volleyball uniforms; a \$50 deposit for basketball uniforms; and a \$150 deposit for cheerleading uniforms and poms. Uniforms will be issued ONLY upon receipt of a "uniform deposit" check for \$50 per uniform for any student playing volleyball and/or basketball in grades 5th, 6th, 7th, and 8th (i.e. if you have three kids playing volleyball or basketball, your deposit check will need to be issued for \$150). These checks will be held (un-cashed) until the return of the uniforms in **satisfactory condition**. Please see the care instructions above. These uniforms can be costly to replace. Therefore, **DO NOT** tumble dry, but rather line dry to prevent the lettering/numbers from peeling.

Return of Uniforms and Deposit Checks

All uniforms should be **washed** and returned to the respective coaches within a week of the last game of the season.

- Volleyball - Jerseys are the athletes to keep.
- Basketball - Coaches should return their entire team's basketball uniforms to Kami Farrell, no later than April 1, 2022.
- Cheerleading – Uniforms shall be returned to ICAA, no later than April 1, 2021. (The "uniform deposit" checks will be returned to the coaches once the uniforms have been received, provided they are received by return date.) **PLEASE DO NOT DROP OFF THE UNIFORMS AT THE SCHOOL OR OFFICE.** It is your responsibility to get the uniforms to the coach. Mrs. Schwoeppe is not on the athletic board.

Teachers & Principal

Your child's teacher and Mrs. Jensen love to watch their students participate in athletic activities. Please allow them this opportunity for enjoyment. We ask you to use regular school hours to address any school-related issue that may arise.

Communication

We are requesting any feedback that you as parents or students may have. The "communication line" is wide open, and we are more than happy and willing to address any concerns, questions or comments that you have. Please do not hesitate at any time to get in touch with one of us.

President -vacant

Secretary (Basketball)- Kami Farrell- 314-210-5808/ kamfarrell@gmail.com

Treasurer (Basketball)- Dawn Bollinger - 573-619-1608/dawnb@photosbydawn.org

At Large (Basketball) – Lindsey Osseck - 636-303-6580/lindseyosseck@icloud.com

At Large - (Volleyball) Chandra Alsop - 636-584-5262/chandraalsop@gmail.com

Sports Seasons and Rules

League Season:

The League will have a Fall Sports Season of Volleyball for girls and boys (if teams permit), grades 5th through 8th. The fall season will have games scheduled beginning after September and ending in October.

The League will have a Winter Sports Season of Basketball for boys and girls, grades 4th through 8th. The winter season will have games scheduled beginning in November and ending in March.

Team Composition:

An athlete is to play in the grade in which they attend school. This exception to this is if a team does not have enough players to field a team with a reasonable amount of substitutions, an athlete may move up to the next grade level. The coach should make every effort to play the athletes from their grade level in the area they are competing. Coaches are discouraged from using this as a means of "stacking" a team.

Although the varied grade levels have different goals and level of play/competition, athletes are encouraged to use practice time to his/her advantage to better understand the rules, expectations, and play of the game as well as skill development.

- 4th and 5th grades are considered development grades and coaches are encouraged to give equal play to all members of the team. In the event that a grade has a number of participants that warrant 2 teams, the teams will be divided equally in skill levels. This division shall be decided by the coach(es) of those teams.
- 6th grade is the intermediate grade in which skill levels have advanced from beginning level. All players will receive playing time at this level, but the amount of playing time is at the

coach's discretion.

- 7th and 8th grades have more of a competition component. This is evident in the fact that most schools have tryouts for team involvement and the rules for play encourage greater competition. . In the event that a grade has a number of participants that warrant 2 teams, the teams will be divided into a Blue and Gold team. This division is designed to give those with lesser skills the opportunity for greater playing time and skill development and allow those with greater skills to continue to develop at their level. This division shall be decided by the coach(es) of those teams.

Rules

Volleyball and Basketball will follow Missouri State High School Athletic Association (MSHSAA) rules except where modified by these by-laws.

Volleyball

Warm-up times will be as follows:

3 minutes warm-up (pepper)

3 minutes for hitting/serving for serving team

3 minutes for hitting/serving for receiving team

One "Up" Referee is required for volleyball. Two line judges are needed for each match. The association will provide the "Up" Referee and the line judges will be parent volunteers. A volunteer parent and two student scorekeepers will sit at the scoring/timing table. All practice and game balls will need to be provided by the home team.

5th grade team matches will be 3 games. The first two games will be to 25 points. The third game will be 15 points. Games will be decided by a two-point spread. 5th and 6th grade team matches are rally scoring, one point per service. Team will rotate after 5 consecutive points scored by a server.

5th grade teams play with volley-lite balls. 5th grade teams serve underhand only at the 3 feet line (no more than 3 ft.). Overhand servers need to play full court.

6th, 7th and 8th grade team matches will follow high school rules with the exceptions of modified warm-up time. We will have Rally Scoring and Play on Net Serves. Net height will be the standard high school height for girls (7 ft, 4-1/8"). 7th and 8th grade teams play best 2 out of 3 games to 25 points or win by two serves. Third game will be played to 15 points, with teams switching sides when one team reaches 8 points. (6th grade uses volley-lite)

Basketball:

All girls and boys 4th – 6th grade games will consist of two- 20 minute halves, clock stopping for all fouls and violations during the last 2 minutes of each half. There will be a 5 minute break between halves. Time outs will be as follows: three (3) – full time outs (one minute in length) and two (2) – 30 second timeouts, one extra full time out for each overtime period(s). 4th – 6th grade teams can press only in the last **2 minutes of each half** and this press carries over to any overtime period. Three (3) point shots counts. Overtime period for 4th – 6th grade teams will be two (2) minutes in length.

7th and 8th grade girls and boys games will consist of two- 20 minutes halves, clock stopping

for all fouls and violations during the last 2 minutes of each half. There will be a 5 minute break between halves. The press can be used the entire game. Three (3) point shot counts. 7th and 8th grade games will have the same time outs and overtime periods as the 4th- 6th grade team games.

Game officials will be provided by the athletic association. Two qualified referees will officiate all of the 4th – 8th grade games. All practice and game balls will be provided by the home team.

**** Due to COVID- there are modified rules/guidelines for basketball (these are listed below)**

- Two 20 minute running clock halves. Clock will stop on all time-outs and during the last 2 minutes of each half when the whistle blows.
- Clock will run continuously if a team is leading by 20 or more points in the last 2 minutes of either half. No pressing if up by 20 points.
- Each game will be allowed one 3 minute overtime if needed. Clock will run the first 2 minutes and at the last minute, the clock will stop on the whistle blow.
- 3- 1 minute time-outs and 2- 30 second time-outs for the entire game.
- 5 minute half time. No one on the court during half time except for scheduled teams.
- 5 minutes between each game.

PARENT AND STUDENT PLEDGE FORM 2021-2022

NOTE: This form must be signed and returned to the coach before the first game or the student will not be allowed to participate in practice sessions and/or games.

Student Pledge

I have read and understand the procedures and expectations of the Immaculate Conception School Athletic Handbook. I understand that I am signing a contract that states for the length of this contract that I will abide by it. I pledge to honor all terms of the Immaculate Conception School's Code of Conduct and this contract and voluntarily sign this contract sheet.

Student's Signature: _____ Date _____

Parent/Guardian Pledge

I/We understand that as parents we play a vital role in the development of our child as a student athlete. Therefore, I/we agree to do the following: be a positive role model through our actions, be a "team fan" not a "my kid" fan, show respect for the opposing team, coaches, spectators and officials, talk to my child's coach in an appropriate manner, including the proper time and place when an issue of concern develops and understand that my child can have a positive experience at a game whether they win or lose the contest.

Additionally, I/we understand the financial and volunteering responsibilities required for my student to be involved with IC Athletics and agree to those requirements. We have read and understand the procedures and expectations of the Immaculate Conception Athletic Handbook. We agree to help our child meet the terms of this contract.

Parent(s) Signature: _____ Date _____

Parent(s) Signature: _____ Date _____

ICAA use:

Worker Deposit: Recieved _____ Returned _____

Uniform Deposit Received _____ Returned _____