

BY-LAWS OF THE HOLY ROSARY-WEA CYO BOARD

ARTICLE I

PURPOSE OF THE ASSOCIATION

The association shall exist and operate under the general auspices of the Holy Rosary Parish Council (HRPC) but shall have autonomy with respect to the expenditure of the association's funds upon the approval of the pastor or his designee. The purpose for which the association is formed are (a) within the guidelines established by the diocese, where applicable, to organize, operate, manage, coordinate and promote the Holy Rosary Parish (the "Parish") athletic programs (CYO) and serve as the review and approval committee for other parish athletic programs (i.e. Early age program) . It also serves to help maintain athletic facilities for these and other athletic programs for parish use. (b) The athletic association provides the necessary funding for the purchase of team equipment and uniforms and assists the HRPC in the maintenance and funding necessary to provide and maintain athletic facilities for the parish programs. (c) The association shall have the responsibility of appointing an athletic director to maintain the routine operations of the CYO. (d) The athletic association shall perform such other functions as are necessary from time to time deemed necessary and/or appropriate by the officers of the association in consultation with the pastor or his designee.

ARTICLE II

OFFICES

Section 1: Principal Office. The principal office shall be located at 22705 Metcalf Avenue in the City of Bucyrus, County of Miami, State of Kansas.

Section 2: Other Offices. The association may also have offices at such other offices as the Officers may from time to time determine the business the Association may require.

ARTICLE III

PARTICIPANTS

Section 1. Eligibility. Any person over eighteen years of age, who either is a member of Holy Rosary Parish in Wea or who is not a member of the parish but has one or more children attending Holy Rosary – Wea Grade School and who is willing to comply with the Association's bylaws and officers may become a participant of the Association.

Section 2. Participant Status. A participant shall remain in good standing if the participant complies with the bylaws and regulations adopted from time to time by the officers.

ARTICLE IV

MEETINGS

Section 1. Places and Notification of Meeting. Normally all meetings shall be held at the principal office at dates and time agreed to at the August meeting. An alternate time and meeting place may be chosen for any set meeting if agreed to by the majority of the members of the association. Meetings are held at least two times yearly. Unless waived, announcement of the regular meetings' dates and time shall be published both in the parish bulletin and the school newsletter. Special meetings may be called as needed with the approval of a majority of the membership of the association.

Section 2. Annual Meeting. An annual meeting of Officers and Director(s) shall be held each March/April (unless otherwise designated by the Officers) at which they shall elect officers and transact such other business as may properly be brought before the meeting.

Section 3. Quorum. Four or more Officers and Director(s) (at least 2 of which shall be Officers) shall constitute a quorum at all meetings of the Association called for the purpose of the transaction of business except as otherwise provided by statute or by the HRPC.

Section 4. Voting of Officers and Director(s). Decisions of the Association shall be reached by consensus if at all possible. In matters where consensus cannot be reached, each Officer of the Association shall be entitled to one vote in person or by proxy. The pastor shall be informed of the vote of the Officers and Director(s) and retains veto power over votes of the Association. AD is a member but non-voting member of the board.

ARTICLE V

Section 1. Manner of Selections: Authorized Officers. The Officers of the Association shall be elected by the Officers and Director(s) at each annual meeting, and such officers shall include a President and a Secretary/Treasurer. If the president is unable to preside at any of the Association meetings, the president shall designate an Officer to preside.

Section 2. Compensation. The Officers of the Association shall serve the Association without compensation. The Officers with the consent of the Pastor shall determine the compensation for the Director(s).

Section 3. Term. Officers of the Association shall hold office until their resignations, removal, or successors are duly chosen, which ever first occurs. Any officer elected or appointed may be removed at any time, with or without cause, by the affirmative vote of a majority. **The office of President shall be a two-year term. Other offices shall be a one-year term. All Officers may be re-elected to additional terms by a majority of voting members of the Association.**

Section 4. Duties. The officers of the Association shall be responsible for the organization of the CYO and Pre-CYO Programs in the parish, They shall appoint, educate and support the AD in his/her duties. They shall serve as a hearing body for matters that require disciplinary action or possible changes in the by-laws and/or usual method of operation. They shall insure that a supervisor (at least 21 years of age) is present in the gym at all times during games held on parish property. The individual officers of the CYO Board have the following duties:

The President

The President shall be the chief executive officer, with general executive powers and duties of supervision and management of the business of the Association and shall see that all orders and resolutions are carried into effect. The President shall also preside at all meetings at which he/she is present and shall have other duties, powers and authority as may be prescribed elsewhere in these Bylaws. The President shall choose an officer of the Association to serve when he/she is unable to perform any of these aforementioned duties.

The Secretary/Treasurer

The Secretary/Treasurer shall record the proceedings of all meetings. The Secretary/Treasurer may also give, or cause to be given, notice of all meetings and special meetings of the officers. The Secretary/Treasurer shall have the record of the funds and keep these in accurate accounts of receipts and disbursements in books belonging to the Association and the parish administrator shall perform an annual review of the Association's deposits and expenditures and share a copy of that review with the President and Secretary/Treasurer of the Association. The Secretary/Treasurer shall perform such other duties as may be prescribed by the officers or which the President from time to time delegate.

Directors

The President with the consent of the Officers shall appoint the Director(s) as required to carry out the functions of the Association. The appointment of the Director(s) shall take place annually. The Director(s) may serve for as many years as it is desired by the Officers of the Association. The Director(s) shall have the responsibility to appoint coaches with the advice of the CYO Board, make sure coaches receive the necessary information and training, advertise and hold sign ups for the sports under his/her direction, collect fees, schedule practice facilities, address all necessary pieces of information to: parents, coaches and participants, assist the Association in fund raising efforts and purchase of equipment, and bring all issues that arise to the Association for its guidance and decision.

Pastor

In all matters relating to CYO, the pastor of the parish shall have the ultimate decision making authority.

ARTICLE VI

GENERAL PROVISIONS

Section 1. Checks. All checks or demands for money shall be issued by the treasurer as an agent and under the direction of the parish administrator and the pastor or his designee. All monies earned shall be deposited in the CYO checking account and overseen by the parish administrator. The Secretary/Treasurer shall keep the Association's records of all financial transactions and will provide regular reports to the CYO Board with regard to Association monies.

ARTICLE VII

INDEMNIFICATION OF OFFICERS, EMPLOYEES & AGENTS

Section 1. Indemnification Generally. The Association shall indemnify any officer, employee or agent of the Association ("Indemnified Person") who was or is a party, or is threatened to be made party, to any threatened, pending or completed action, suit or proceeding, whether civil, criminal, administrative or investigative, other than an action by or in the right of the Association, by reason of the fact that the Indemnified Person is or was an officer, employee or agent of the Association, or is or was serving at the request of the Association as an officer, employee, partner, or agent of another corporation, partnership, joint venture, trust or other enterprise, against expenses, judgments, fines and amounts paid in settlement actually and reasonably incurred by the Indemnified Person in connection with such action, suit or proceeding, including attorney fees, if the Indemnified Person acted in good faith and in a manner the Indemnified Person reasonably believed to be in or not opposed to the best interests of the Association; and with respect to any criminal action or proceeding, had no reasonable cause to believe the Indemnified Person's conduct was unlawful.

The termination of any action, suit or proceeding by judgment, order, settlement, conviction, or upon a plea of nolo contendere or its equivalent, shall not, of itself, create a presumption that the Indemnified Person did not act in good faith and in a manner which the Indemnified Person reasonably believed to be in or not opposed to the best interest of the Association, and, with respect to any criminal action or proceeding, had reasonable cause to believe that the Indemnified Person's conduct was unlawful.

ARTICLE VIII

POLICY ON TEAM FORMATION – GRADES 3 THROUGH 8

Section 1. Purpose. The purpose of this policy and the guidelines associated with it is to protect the right of every child, participating in a sports program sponsored by the Holy Rosary Athletic Association (CYO BOARD),:

- 1) have fun while playing the sport;
- 2) receive a fair amount of playing time according to CYO rules;
- 3) Keep classes together whenever possible;
- 4) Maximize playing time by keeping team sizes as small as possible;
- 5) participate at a level as close to the players current level of competitive ability as possible.

Section 2. Policy Statement. It shall be the policy of the Holy Rosary Athletic Association to follow both the literal interpretation and the “spirit” of the Catholic Youth Organization (CYO) rules and guidelines concerning the formation of teams and the assessing of every individual player’s level of abilities to participate in each sport’s program.

Section 3. Expansion and Clarification. The following shall apply:

- 1) CYO Board shall make the final decision on any questions concerning any interpretation of rules and/or guidelines to be followed by the coaches of CYO teams sponsored by the CYO Board.
- 2) The CYO Board recognizes that children develop mentally and physically at different rates and will encourage its coaches to keep that fact in mind when assessing the current level of abilities of each child.
 - 1) When the number of children wishing to participate in a particular sports program exceeds the number that is accepted as reasonable for one team in that sport (see Section 7 “Team Numbers Guideline”), two or more teams shall be formed.
- 4) For third through fifth grade, those wishing to coach the team(s) shall be allowed to petition for the position(s) no later than August 1st for volleyball and October 1st for basketball. The AD shall consider those petitions in making the appointment(s).
- 5) For the 6th through 8th grades, the coach who held the position the previous year may be appointed by the director. In the event that same coach is no longer available, then, the AD shall consider appointing a coach with the most experience in coaching and/or the sport in question, as having priority for consideration and shall normally be appointed by the director

Section 4. CYO Coaching and team formation requirements. The following shall apply:

- (A) When enough students have signed their intent to play a sport to cause more than one team per grade level or a team of mixed grades to be formed, a selection committee will be formed to determine teams, with the advice and consent of the athletic director. The committee will organize a minimum of two (2) evaluation sessions for each grade, and inform players and parents of the team selection process. The players shall be placed on the teams in accordance with the stated purpose of this organization. See Article VIII – Section 1. The decisions of the selection committee are final.
- (B) The Athletic Director will be responsible for implementing the following criteria in determining these team formations:
 - (1) The Athletic Director will select at least two qualified independent evaluators, to help evaluate the players at the team evaluation sessions. These evaluators should not have a child in the grade(s) of the children involved. These evaluators, along with the impacted coaches and the athletic director will become the selection committee.
 - (2) The CYO Board approved evaluation form (see Appendix) will be provided to the independent evaluators to complete in assessing the skills of each player. Coaches should assist the evaluators in conducting the performance skills during the team evaluation sessions. Team placement will be determined by the tabulation of the performance results of the evaluators at the conclusion of the team evaluation sessions.
- (C) In the case where there are too many players for one team but not enough players for two teams, a team of mixed grades will be formed if at all possible. If this is not possible then one large team will be formed rather than deny a child the opportunity to play. In deciding team placement that would include a mixed team, no one child will ever be made to move to a lower grade level and no one child will be moved to play at a higher grade level unless that whole team will be playing at the higher level.
- (D) Coaching selections will be finalized by the athletic director upon completion of team formation.
- (E) The AD is responsible for notification of the team assignment to players as soon as possible.
- (F) The CYO Board team formation policy is structured to maximize available playing

time for each child. Coaches are instructed to provide fair sports playing opportunities for all participants regardless of abilities.

(G) All coaches are required to attend the National Youth Sports Coaches Association (NYSCA) certification training for the sport in which they Participate as Head Coach. The CYO Board will provide this opportunity free of charge to head coaches. All coaches are also required to attend a Virtus training session. This training is required by all employees and volunteers working with children in the archdiocese.

Section 5. Spirit of the Policy. It is important that all coaches of CYO teams sponsored by the CYO Board work together to form teams in such a manner as to allow each child participating, to have fun, to learn, and to be challenged just enough so that success through teamwork and personal effort is not out of reach. Each coach will be given a set of guidelines for their personal use to follow when coaching and a set of guidelines that they will go over with their players. These guidelines will be given to the coaches by the athletic director and the coaches and their players and parents must sign to certify that they had reviewed the guidelines and agree to live, coach and play by them.

Section 6. Support of this Policy. Decisions made by the CYO Board, its sports program directors, and its coaches on the matter of team formation shall be governed by what is considered the best for each individual player, based on his/her current stage of skill development. It is imperative that all family members support this policy and those decisions.

Section 7. Team Numbers Guidelines

Basketball: 7 to 13 players – 1 team
14 to 20 players – 2 teams
21 to 30 players – 3 teams
31 to 40 players – 4 teams
Volleyball: 7 to 13 players – 1 team
14 to 20 players – 2 teams
21 to 30 players – 3 teams

The above is a guideline only and as exceptions are made, the decision should include the coach of the team and the parents of the team. An example of this may be, when a class only has 6 players, they will be provided the opportunity to form their own team under the condition that the coach and parents understand the need for the kids to make every game. If they have to forfeit the game due to lack of players, the team will reimburse CYO for the forfeit fees. This is not an ideal situation, but an option that may be extended under certain circumstances to allow classes to play together and prevent creating teams of 11-13 players.

Section 8. Support for Non-CYO Tournament Play. There will be no subsidy for CYO teams wishing to participate in non-CYO play or any CYO tournaments that are not Post Season.

Section 9. Parental Grievance. Parents who have children participating in the CYO Program and who feel that there was an unfair procedure used in assigning teams, or that there is misuse of authority by one of their children's coaches or inept and/or dangerous coaching methods being used or any other matter related to CYO that they feel needs attention may address their concern or grievance to the CYO Council in writing and forward their petition to the president of the CYO. If, after hearing the decision of the local CYO Council, they still feel that the matter is not settled, they may address their concerns to the local pastor. The final recourse of a parent involved in CYO who feels the matter was not settled on the local parish level is the archdiocesan CYO Office.

ARTICLE IX

AMENDMENTS

These Bylaws may be altered, amended or repealed or new Bylaws may be adopted by a vote of the Officers and Directors at any regular meeting, provided that written proposal for such action shall have been submitted at the meeting immediately preceding the regular meeting.

These by laws were formally adopted on February 11, 2003. They were amended on October 28, 2003 and again February 2006.