

**St. John Vianney  
Athletic Handbook**

**2018-2019**

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## **I. Athletic Program Philosophy**

The purpose of the St. John Vianney athletic program is to teach the fundamentals of sports and develop Christian Values while promoting a sense of community for our parish members. We believe that athletics offer the opportunity to learn valuable lessons about teamwork, sacrifice, and dedication that will help prepare student athletes for life as adults.

## **II. SJV Athletic Committee**

The SJV Athletic Committee's role is to organize, support and encourage athletic programs for parish members, supported financially by members of the parish and revenue generated by league games, tournaments, and other Athletic Committee sponsored events. The Committee also defines and develops policies for the use of the parish's athletic facilities.

The Athletic Committee fulfills its mission by:

- Offering participating athletes a positive learning experience for Christian development.
- Through parental involvement, promoting community and a sense of ownership in the program for all of our parish members.
- Recruiting, educating and training coaches that will provide our participants with an experience consistent with our philosophy.
- Emphasizing sportsmanship and teamwork.
- Helping each athlete understand and realize the full benefits of athletic competition.
- Providing the opportunity for athletes to develop and share athletic knowledge appropriate for their level of development.
- Raising funds to support athletic activities.
- Hosting boys' and girls' athletic tournaments.

For a complete listing of current Athletic Committee members, Coordinators, and contact information please visit the parish website at [www.stjohnv.org](http://www.stjohnv.org) or call the parish office.

### III. Policies and Guidelines

**A. General Policies** (in conformity with the Milwaukee Archdiocesan policies and procedures as may be amended from time to time).

The following general policies are designed to support the objectives of the Athletic Committee:

- a) St. John Vianney's athletic program is a parish based program. According to Archdiocese athletic policies, a parish based team is defined as a team composed of children enrolled in the Catholic school or the religious education program. Participation on a St. John Vianney team requires:
  1. The parent(s)/guardian must be registered members of the parish/school;
  2. The student must:
    - i. attend the parish school; or
    - ii. attend the parish religious education classes regularly. Regular attendance shall be defined as having missed no more than 20% of the yearly FF class time due to unexcused absences. During a child's first year of participation in the SJV athletic program, only the current year attendance records shall be used to determine eligibility. After a child's first year of participation in the program, both the prior and current year's attendance record shall be used to determine eligibility.
- b) Students enrolled in SJV FF: If there are already two teams for a particular sport or if the addition of the player would cause two teams to be formed, in order to be eligible to have the opportunity to participate in an 8<sup>th</sup> grade "A" team sport, FF students must have been enrolled in 7<sup>th</sup> grade and satisfactorily completed a full year of SJV FF. We will not allow any FF students to try and sign up just for 8<sup>th</sup> grade and play on an "A" team sport. This rule is subject to interpretation by the Committee when students relocate to the area changing their place of residence.
- c) For CYM athletics, the athlete's parent/guardian must be a parish member, and the athlete must either attend a Catholic high school or regularly attend St. John Vianney's Family Formation courses. According to league and Archdiocese rules there may be a limited number of participants on each team allowed to play who do not meet these eligibility criteria. Please consult the CYM Athletic policies for further details.
- d) Participation fees must be paid on or before payment deadlines. Participation fees will not be refunded after the stated deadline
- e) When more than one team is needed in a particular sport, the following

guidelines must be followed:

### **5<sup>th</sup> and 6<sup>th</sup> Grade**

It is the intention to make team splits based on athletic ability and positioning (when applicable) such that each team will be equal. (This may not be reflected in their records as the Archdiocese/league controls other schools and divisions). The Athletic Committee selects parent and/or non-parent head coaches after submission of a written application. Head coaches are allowed to choose an assistant coach **after** the teams are split. Head coaches may be at evaluations to run/assist with drills. In addition there will be at least two non-parent committee members and/or outside evaluators. All other parents are not to be present during evaluations. Evaluations will be conducted on one (1) evening.

### **7<sup>th</sup> and 8<sup>th</sup> Grade**

It is the intention to make team splits based on athletic ability and positioning (when applicable) such that an “A” team is formed. Players will be split to form A, B, or C team(s) in accordance with the number of available players, relative ability, and the needs of the league. The Athletic Committee selects parent and/or non-parent head coaches after submission of a written application. Head coaches are allowed to choose an assistant coach **after** the teams are split. Non-parent head coaches may be at evaluations to run/assist with drills. In addition there will be at least two non-parent committee members and/or outside evaluators. All other parents (including potential parent coaches) are not to be present during evaluations. Evaluations will be conducted on two (2) evenings. Parent coaches will not be selected until after team splits. If the independent evaluators deem that the child of a parent coach volunteer is an obvious “A” player after the first night of tryouts, that parent coach will be allowed to offer input in filling the final roster spot following the final night of tryouts.

### **Team Size**

Teams will be split with the intent to provide a reasonable level of participation/development, as well as allowing coaches the ability to conduct a meaningful practice. For teams that are equally split, a reduced roster is encouraged to provide more instruction and playing time for each player.

- i. There will be no cutting of players from teams based on athletic skill;
- ii. Any new student joining SJV or Family Formation student relocating their residence during a sport season will be allowed to join an athletic team if room is available and the transfer is in accordance with rules provided by the Archdiocese.

## **B. Sports Tryouts**

Each athlete must plan to attend all scheduled tryout sessions in order to fairly evaluate each player's skills, abilities, and position on a team. If the athlete does not attend at least one of the scheduled tryouts, that athlete may be placed on a "B" or "C" team (for 7<sup>th</sup> and 8<sup>th</sup> grades where teams are differentiated by skill level) or on a team at the discretion of the Athletic Committee (for 5<sup>th</sup> and 6<sup>th</sup> grades in which teams are designed to be of similar talent). The Athletic Committee will provide substantial notice and post the tryout dates on the parish website as soon as possible following the announcement of season dates from the Archdiocese. Players should take all necessary steps to avoid vacations or conflicting activities during tryouts in order to comply with this policy. A player's inability to fully participate or attend due to serious illness, injury, or death in the family will not necessarily exclude the player from being considered for the "A" team, but where possible, are still expected to attend the tryout session.

If injury prevents a player from participating in splits and the player is selected for the "A" team, the player must provide the Athletic Committee with a signed letter from a licensed practicing Wisconsin physician indicating that the player is expected to return to play by the following dates:

- September 15 for volleyball; or
- December 31 for basketball.

Athletes who cannot be expected by a physician to return to play on or before the dates listed above cannot be placed on an "A" team.

It is the intent of the Athletic Committee to provide a fair and unbiased evaluation of each athlete when dividing teams. To that end it is the general practice of the Athletic Committee to use two non-parent evaluators whenever possible for those grades where teams are differentiated by skill level (generally 7<sup>th</sup> and 8<sup>th</sup> grades). For those situations where the Head Coach is not an evaluator, he or she may attend the final tryout session and provide his or her feedback to the evaluators regarding a "bubble" player's strengths, the style of play and needs of the team. In the event there is disagreement between evaluators and the Head Coach, the Head Coach shall choose the athlete filling the final roster spot on the team, provided such player attended at least one tryout session. Such consideration is especially vital when a player cannot fully participate due to injury, illness or death in the family.

In no event shall participants' parents or other interested parties observe any tryout sessions except as specified above. All decisions of the evaluators and the Athletic Committee are final.

### **C. Physicals, Contracts and Fees**

The following must be submitted to the Athletic Committee prior to the first practice:

1. Physical evaluation forms
2. Participation fees

No player will be permitted to participate in any tryouts, practices or games until all forms and fees have been submitted.

### **D. Uniform Return Policy**

All participants in SJV Athletics will wear the uniform provided to them by the Parish. Uniforms will be distributed at the beginning of the sport season. Uniforms are to be cleaned and returned in a timely manner upon completion of the season, and no later than the date designated by the Athletic Committee. Uniform pieces damaged or not returned will incur a \$40 fee per piece.

### **E. Selection of Coaches**

The Athletic Committee encourages as many people as possible to get involved in coaching our parish youth. Each team must have two coaches. Anyone over the age of 21 years old may apply to coach. Every coach in the St. John Vianney Athletic program shall have attended "Safeguarding God's Children" training per Archdiocese guidelines.

If interested in coaching, it is necessary to complete a coach's application (available on the parish website or parish/school office) and deliver to the appropriate Sport director.

All coaches must be approved by the Athletic Committee, based on the recommendations of the Coaches Committee, prior to assuming team responsibility. It is the intention of the Athletic Committee to provide for the best coaches given the availability of volunteers both parent and non-parent. This is especially important at the grades where teams are split by ability (7<sup>th</sup> and 8<sup>th</sup>) and the need exists to maintain objectivity, promote fairness and eliminate bias. The Coaches Committee, given the information available to them, will recommend coaches based on experience, track-record, and qualifications; always keeping in mind what is best for all the children in the program. This is done on a year-to-year basis.

## **F. Grades and Sports Participation**

Participating in sports activities must not interfere with academic work. Any athlete whose schoolwork is not up to the guidelines provided by the participant's school or whose behavior does not meet his or her school's standards of behavior will be placed on probation. If problems continue, the student will be suspended from sports activities and will not be allowed to practice with the team or participate in games until the situation is corrected. Continual problems will result in the student being dropped from the athletic program.

In addition to these policies, the SJV School Handbook deals in detail with academic expectations and extracurricular activities.

## **G. Playing Time Guidelines**

### **All Grades**

The attitude, effort, attendance and conduct exhibited at games and practices will influence an athlete's playing time in all grades. Our programs will focus on instruction and development. Athletes should receive meaningful minutes that promote their personal development along with that of the team. Developing athletes who show dedication to the sport and practice good sportsmanship and teamwork should be placed above winning. Every effort will be made by the coaches to follow the spirit and intent of the playing time policy.

Considerable thought has gone into the following playing time guidelines. However, it is the prerogative of each volunteer coach to identify that player as an exception to the playing time guidelines if he/she does not exhibit appropriate behavior in games or practices, or violates the SJV Commitment Policy.

Playing time guidelines as adopted by the Athletic Committee are as follows:

### **Grades 5 and 6**

The spirit and intent of SJV's playing time policy for 5<sup>th</sup> and 6<sup>th</sup> grade is that all athletes should experience a balanced amount of playing time. Assuming the athlete has met the athletic contract, coaches will strive for equal playing time over the course of league season and tournament games. Additionally the following minimums shall be adhered to:

- > **Volleyball:** Each player should have the opportunity to start and play in all 6 positions including the serving position. Each player shall have a minimum of 25 points per match in league play or 15 points per match in tournament play.
- > **Basketball:** Each player shall have an opportunity to start at least one game and play a minimum of one quarter, or six minutes per game whether in league or tournament play (four minutes with over 10 players).

## Grades 7 and 8

The spirit and intent of SJV's playing time policy for 7<sup>th</sup> and 8<sup>th</sup> grade is that all athletes should be given an opportunity to contribute to the team's success during both practices and games. Playing time is earned and is in recognition of working hard. The minimum playing time policy for each sport is as follows:

- > Volleyball: Each player shall have a minimum of 25 points per match in league play or 15 points per match in tournament play. Exception to these minimums may be made for the Elizabeth Seton Volleyball Tournament where there will be no minimum playing time rule.
- > Basketball: Each player must play a minimum of six minutes per game whether in league or tournament play (four minutes with over 10 players). Exception to these minimums may be made for the *Padre Serra Basketball Tournament* where there will be no minimum playing time rule.

## **H. Practice Players**

If a team has fewer than 10 players for basketball or 12 players for volleyball, the head coach may make a request of the Athletic Committee that the team add a practice player or players to ensure that practice session times can be maximized. The head coach must request the addition of practice players and receive approval by the Athletic Committee before allowing a player to join practices. If approved, the practice player will not be on the official roster of the team; play in any league or tournament games; or be allowed to sit on the bench during any game. The general policies and guidelines applicable to any SJV athlete shall also apply to practice players, including the registration fee.

## **I. Tournaments**

Each SJV team is allowed to enter tournaments in numbers determined by the Archdiocese. If there is any question regarding the Archdiocese rule, please clarify with the appropriate Sport Director. Once entered, a team may not forfeit any game without permission from the Athletic Committee. The SJV Athletic Committee will reimburse teams for 1 tournament during the regular season. If SJV is hosting a tournament for a team's particular grade, gender and level, that is the tournament fee that SJV will reimburse and it is expected that the team will participate.

## **J. Concession Policy**

Food and beverages will be available for sale at all home volleyball and basketball games, including tournaments. Parents of players will be required to work in the concession area.

Parents will sign up for a minimum of two dates for each child in the sport; one slot during the regular season and one slot during their child's tournament. A third date

may be required in some instances when the number of parents and required concession slots do not match up.

Parents are responsible for finding an adult replacement if they cannot meet their assigned responsibility. No children under 18 years old are allowed to work in the concession area.

#### **K. Grievance Policy**

Hopefully problems that develop with regard to sports programs and participation can be worked out quickly and easily.

If problems arise, players and/or parents MUST discuss the problem first in detail with the coach involved. Most problems and misunderstandings can be resolved through discussions among players, parents, and coaches. We ask that parents adhere to a strict 24-hour rule, meaning that you refrain from approaching a coach until a 24-hour period has elapsed. Approaching a coach during or immediately following a game is NOT allowed.

If parents feel their concerns have not been resolved to their satisfaction after meeting with the coaches involved, they may contact the appropriate Sport director with their specific grievance. Grievances must be submitted at the time an apparent problem exists, and not in general terms at some future date. The Sport director will handle such grievances with the assistance of the Athletic Committee if necessary.

#### **L. SJV Logo Policy**

Any item of apparel or hard goods which is imprinted or embroidered with the St. John Vianney name or logo must be presented to and approved by the School Principal or Parish Representative prior to being produced in order to ensure the integrity of the St. John Vianney name. St. John Vianney spirit wear and merchandise should be coordinated among the Athletic Committee, the School and Parish.

#### **M. Commitment policy**

While it is understood that SJV Student Athletes participate in a wide variety of extracurricular activities, all are expected to make the SJV team their top priority. Missing practices or games to attend other sporting events, or other extracurricular activities may result in forfeiture of their minimum playing time, suspension, or removal from the team, at the discretion of the Head Coach. All absences to attend other extracurricular activities are to be treated equally, regardless of the nature of the specific activity.

## IV. Responsibilities

### A. Coaches

- Must be at least 21 years of age, if head coach.
- Attend “Safeguarding God’s children” training per Archdiocese guidelines.
- Attend a Certification clinic sponsored by the Archdiocese to make certain he/she fully understands Athletic Association’s philosophy and guidelines for game situations and practices.
- Hold a pre-season meeting with parents of all players. This meeting will familiarize parents with schedules for practices and games, expected player conduct, uniform and equipment responsibility, and provide other needed information. A representative from the Athletic Committee should also be present to explain the athletic committee philosophy and policies.
- Solicit a parent volunteer to act as a team manager.
- Assume responsibility for all equipment checked out to their teams.
- Give all players equal opportunity to participate in practice and agree to follow the guidelines for playing time in games.
- Provide coaching, to the best of his/her ability, on the fundamentals of the respective sports along with the basics of good sportsmanship and the benefits of team participation.
- Keep winning in perspective.
- Conduct themselves in a manner that brings credit to themselves, their players and to the SJV parish. Coaches are expected to adhere to Athletic Committee policies.
- Assure that practices and games are supervised by at least two adults.
- Assume responsibility for collecting their team’s uniforms after the season is over.

B. Parents

- Register their child and pay the required fees and deposits by the specified deadline for the given sport.
- Attend the pre-season parent meeting in which the philosophy and policies of the Athletic Committee will be explained in detail.
- Conduct themselves as ladies and gentlemen in accordance with all school conduct rules.
- Provide transportation for their children to all practices and games. Players should not be dropped off more than five minutes prior to their scheduled practice time, and should be picked up promptly at the end of practice.
- Assist the Athletic Committee in accomplishing its goal of developing Christian values while providing a healthy environment of sports activities of all athletes.
- Agree to participate in concession and other tournament duties assigned to them during the respective sports season. Parents are needed for many types of work to support athletic activities (see Concession policy).

C. Athletes

- Attend all practices and games unless excused by the coach
- Be responsible for their uniforms, maintaining them in good condition and cleaned after each game.
- Return uniforms on the dates specified by the Athletic Committee.
- Conduct themselves as young ladies and gentlemen during practices, games, and while going to and from practices and games. Failure to do so may subject a player to suspension from the team by the coaches or Athletic Committee.
- Abide by the Commitment policy.

Since players represent the St. John Vianney parish, all school conduct rules also

apply. The opportunity to participate in sports at SJV is a privilege. Abuse of this privilege could result in a player being dropped from his/her team.

## **V. Awards Programs**

All nominees and the winners will be recognized at the Spring Sports Banquet when held. The winners will receive a commemorative plaque honoring their achievement. If a banquet is not held, the award will be presented at a suitable venue as determined by the Committee in consultation with the school and parish.

### **A. Kloza Athletic Achievement Award**

#### **1. Description**

The Kloza Athletic Achievement Award is presented to the one eighth grade female athlete and one eighth grade male athlete who best exemplify the attitude and personal characteristics consistent with the goals of the St. John Vianney Athletic Program- leadership, Christian attitude and coachability. The award is named after Tom Kloza, a former SJV teacher and athletic director, whose extraordinary effort, hard work and exemplary attitude set an example for our athletic program.

#### **2. Eligibility**

Potential recipients of this award must be in eighth grade and participate in at least one of the parish-based SJV athletic programs- volleyball, cross country, basketball, tennis, or track. Both “A” and “B” team athletes are eligible. The Award is a parish-based award and all eighth grade students who participate in the SJV athletic program are eligible.

#### **3. Nomination Process**

The Vice-President of the Athletic Committee, or an appropriate committee designee by the President, is responsible for managing the award process, which includes the following steps:

- The Committee member will send a letter to each 8<sup>th</sup> grade head coach immediately following the completion of each respective sport season requesting the coach to nominate up to two athletes from their team for the Award based on the criteria noted below. The head coach will be asked to consult with their assistant coach(s) before making their nomination.
- Each head coach will nominate up to two candidates by submitting a written letter documenting why the athlete was nominated and how the athlete meets the award criteria.

- All the written nomination letters will be reviewed by the Kloza Award committee as appointed by the Athletic Committee. Follow-up calls or meetings will be held with each head coach to clarify any questions regarding the nominations and to learn more about the nominees.
- The Kloza Award Committee will select one female and one male athlete for the Award in May. Final Award winners will be reviewed and approved by the Pastor of the parish or his representative before being announced.

#### **4. Award Criteria**

To be considered for the Kloza Award, the athlete should possess a combination of the following personal attributes- leadership, Christian attitude and coachability. Examples of these attributes are noted below. Athletic ability is not one of the criteria for this award.

##### Leadership

- Encourages all teammates, not just friends
- Stays positive, even when the team is not doing well
- Practices hard
- Obeys team rules
- Volunteers to help with “non-fun” duties (e.g., clean-up, putting equipment away, etc.)
- Helps teammates to improve their skills
- Respects opposing athletes, coaches and referees

##### Christian Attitude

- Demonstrates Christian moral and ethical standards
- Refrains from using improper or offensive language or gestures
- Competes within the sport’s rules / does not cheat
- Accepts responsibility
- Demonstrates respect for others

##### Coachability

- Pays attention to coach’s instructions
- Attempts to follow coach’s instructions
- Always tries to improve
- Accepts coach’s decisions

## B. John E. Sandstrom Scholarship Award

To commemorate the John E. Sandstrom standard of athletics excellence set forth at St. John Vianney grade school, the Sandstrom family will present an annual award and \$1,000.00 scholarship to the graduating eighth grade athlete who best demonstrated excellence in athletic achievement, athletic participation, attitude, leadership, and work ethic. The winner of this award is the type of person that John Sandstrom would have selected as the captain of his own team.

This award will be administered by the SJV Athletic Board. In determining who shall receive The John E. Sandstrom Memorial Award/Scholarship, the following **criteria** will be considered, in order of importance:

- **Athletic Achievement:** This student is a standout athlete on the team and in the league. Someone who demonstrates mastery of their sport(s). The overall athletic ability and performance should be considered.
- **Leadership:** Being a team leader, the type of person who the other players look up to, is an important consideration in the selection process. The athlete should lead by example and possess the qualities of a team captain.
- **Work Ethic:** The nominee should display the work ethic of a true competitor. This individual should play hard all the time; both in games and in practice.
- **Attitude:** A positive and cooperative attitude should be consistently displayed by the athlete. In winning or losing, the nominee should always act like a champion.
- **Sports Participation:** SJV career athletic participation should be looked at. The number of sports teams that the athlete took part in while at SJV is an important consideration.