

St. Bede Athletic Association Bylaws

A. Mission Statement

The St. Bede Athletic Program is to function as an extension of St. Bede Catholic School by providing all participants a rewarding opportunity to develop fundamental skills, experience the joy of athletic competition and learn the values of sportsmanship and teamwork in an environment reflective of our faith, family and parish.

B. Philosophy Statement

St. Bede Catholic School is concerned with the development of the whole person – the religious, moral, social and academic dimensions, as well as physical development. We believe that participation in athletics is an important component to a well-rounded educational experience.

Through participation in the St. Bede Athletic Program, students will develop ethical and moral standards, long-life skills, and positive values. These values include leadership, healthy living habits, self-discipline, integrity, teamwork, respect for rules and regulations and the ability to participate with dignity and grace.

C. Non-Discrimination Statement

St. Bede Catholic School does not discriminate on the basis of race, color, sex, national or ethnic origin in its admission or hiring policies, educational programs, loan or scholarship programs, athletics or any other school-administered program.

D. Policy

All policies developed are defined by the St. Bede Athletic Association (SBAA) as established or amended, shall be consistent with the policies and guidelines of the Office of Catholic Education of the Archdiocese of Chicago.

1. The Pastor, the Principal, or a voting SBAA member may present a policy recommendation to the SBAA. The policy recommendation must be presented in writing to the SBAA Athletic Director in advance of review or proposal to adopt by the SBAA. Any policy change must also be identified on a meeting agenda to allow board members to properly prepare.
2. Policy recommendations must be approved by two-thirds vote of voting positions only. The Principal and Pastor reserve the right of final approval of any policy adopted by the SBAA.
3. Any newly adopted policy and the regulations that flow from it shall be made known to the Parish and School through appropriate methods of communication which may include email or website posting. The Secretary of the SBAA shall be responsible for this communication.
4. Policy may be established only at a meeting where a quorum of voting members is present. (a quorum is at least three voting members are in attendance, for purposes of this board).
5. A full review of the by-laws, policies and position descriptions will be completed annually at the last meeting of the school year, and any updates made as needed.

E. SBAA Board

The SBAA Board shall consist of the following voting members, who are expected to attend SBAA Board meetings:

- Athletic Director
- Assistant Athletic Director
- Secretary
- Treasurer
- Fundraising and Events Chair
- Concession Director
- Assistant Concession Director
- Volunteer Coordinator

Non-voting positions include: Booster Club Director, Uniform Coordinator, and Tournament Coordinator; these positions are welcome, but not expected, to attend SBAA Board meetings.

The Athletic Director and Assistant Athletic Director are appointed/hired by the school Principal/Pastor to administer all sports programs.

Please review the supplemental document titled, St. Bede Athletic Association Position Descriptions for detail on each position.

F. Board Membership

Any parent/parishioner interested in participation on the SBAA Board must communicate their interest to the Principal or Athletic Director prior to March 1st. All candidates will be interviewed by the Athletic Director, Assistant Athletic Director, and the Principal. New Board Members will be announced by June 1.

G. Grievances

Any parent/guardian wishing to meet with the SBAA Board must contact the Athletic Director or Assistant Athletic Director. Members of the SBAA shall be given at least forty-eight hours notice of such meetings and will be informed of the matters to be discussed at the time of notification. Agenda will follow Roberts Rules of Order (<http://robertsrules.com/>).

H. Finances

The Treasurer shall submit copies of all monthly Treasurers' Report to the Principal and Business Manager on a monthly basis. The Treasurer is responsible for balancing the SBAA checkbook. Financial reports will be available to view upon written request to the Athletic Director and/or Treasurer within a reasonable timeframe.

I. Athletic Meetings

Meeting will be held at least every month during the school year, as agreed upon by the SBAA. Meetings are open to all parents. However, the Board shall have the right to adjourn to Executive Session to discuss any matter at their discretion.

For scheduling purposes, any person who would like to discuss an issue at an Athletic Board meeting, will need to email the Athletic Director at least one week prior to the scheduled meeting to athleticdirector@stbedeschool.com.

J. Coaches

The process for selecting Coaches for all St. Bede Sports shall proceed as follows:

1. SBAA will garner interest in coaching positions via individuals reaching out directly to the athletic director via email at athleticdirector@stbedeschool.com.
2. All head Coaches must be 21 years of age or older.
3. Prior year coaches will have the right of first refusal to continue to move with their teams, if they ended the past year in good standing with the SBAA.
4. Interviews will be conducted by the Athletic Director, Assistant Athletic Director, or other board members with all new coaching candidates prior to their placement.
5. Coach candidates for 7th and 8th grade level of all sports ideally will have at least two years prior experience in coaching that particular sport, or comparable experience; past experience will be a factor in the selection process.
6. Candidates will preferably be a non-parent.
7. Coaches must adhere to the St. Bede Philosophy, the Archdiocese Handbook for Athletics, Mandated Reporter, Code of Conduct, Concussion Protocol and the SBAA Athletic Association policies and bylaws.
8. All Coaches and Assistant Coaches are subject to an eApps online background check performed by the Archdiocese of Chicago, complete the Child Abuse and Neglect Tracking System Form – CANTS, and Virtus training required by the Archdiocese.
9. All Coaches must keep up to date on all Virtus training material required by the Archdiocese each month. Finally, all coaches are required to complete the appropriate concussion training required by both the school and the Archdiocese.
10. The SBAA Board shall host a coach's meeting prior to the beginning of each athletic season. Informational materials including IHSA Rules, NICC Guidelines, expectations and game schedules shall be disbursed at these meetings.