

ST. JOSEPH SCHOOL GIRLS' CYO BOARD BYLAWS

ARTICLE I -- ORGANIZATION

The St. Joseph School Girls' CYO Board is responsible for the conduct of the Catholic Youth Organization (CYO) girls athletic program at St. Joseph parish. The CYO program shall adhere to all rules and regulations of the Oakland Diocese CYO and of all member leagues, and policies established by the Catholic school principal or her appointed representative.

ARTICLE II -- OBJECTIVE

The objective of the CYO program will be, through the vehicle of sports, to provide young people with an opportunity to practice Christian attitudes and responsibilities and to become friends with other children throughout the diocese.

ARTICLE III -- STRUCTURE

1. The board shall consist of the following members: Girls Athletic Director; the Girls Softball Coordinator; the Girls Volleyball Coordinator; the Girls Basketball Coordinator; the Track and Field Coordinator; the Treasurer, the School Representative.
2. The term of office for board members shall be for two years beginning in June of even numbered years. The board will submit a list of proposed members for approval and appointment by the principal in May of even numbered years. Terms are renewable.
3. Vacancies shall be filled by a majority vote of the board and approved by the principal.

ARTICLE IV -- AUTHORITY

The board shall have the authority to supervise the Girls' CYO athletic program at St. Joseph parish. The board shall:

1. Assure that the athletic director position is filled and that the coordinator positions are staffed for each sport;
2. Establish policies for advertisement, selection and assignment of players on various teams including "A" and "B" level teams recommended by the athletic directors;
3. Approve the method of selecting coaches for each sport by the sports coordinator;
4. Review the discipline of players and coaches by the sports coordinators;
5. Review and approve player fees recommended by the athletic director;
6. Review and approve program budgets for each sport prior to each season and review and approve financial statements for each sport following each season. Financial statements are to be submitted to the principal.
7. Act as a board of appeal regarding decisions by the athletic directors and sport coordinators;
8. Assume other responsibilities as delegated by the principal.

ARTICLE V - MEETINGS

The board shall meet in August of each year and shall determine the dates and times of subsequent meetings. The Athletic Director may call special meetings at any time with three days notice to all board members. Three members of the board shall be a quorum. The chairperson may vote.

ARTICLE VI - MEMBERS OF THE BOARD

The Athletic Director - responsible for the conduct of the Girls CYO program including:

1. Serve as chairperson of the board and shall be responsible for conducting the affairs of the board. The chairperson shall preside at all meetings, appoint all committees, appoint a person to take minutes of meetings and set the agenda for meetings. The chairperson shall appoint a member to chair the meetings when he/she is absent.
2. Approve coaches for all teams as submitted by the sports coordinator;
3. Represent the parish at all meetings of the league and invite the sports coordinator to those meetings as appropriate to the season;
4. Secure gyms and fields for practices and games;
5. Purchase necessary equipment and issue uniforms;
6. Carry out the other responsibilities as outlined in the Athletic Directors Handbook of the Oakland Diocese or act on any matter deemed appropriate by the board.

The Sports Coordinators - shall supervise the activities, coaches and players for their respective sports, including:

1. Set sign ups and advertise for players in the school, Religious Education classes.
2. Recruit and select and evaluate coaches for all teams; recommend coaches for approval by the athletic director.
3. Along with the athletic director, represent the parish at meetings of their member leagues;
4. Establish parent-coach information meetings;
5. Ascertain that each coach has completed coaches certification;
6. Assign practice time;
7. Recommend fair methods of dividing players among various level teams;
8. Provide training for coaches;
9. Maintain equipment and issue uniforms. Recommend uniforms and equipment for purchase to the athletic director.

The Treasurer shall:

1. Issue checks, prepare and submit, for approval by the board, a budget prior to each season and a financial statement following each season; recommend to the board participation fees for players;
2. Coordinate fund raising.

The School Representative shall be the principal or designee and shall represent the school as an at-large member.

ARTICLE VII - AMENDMENTS

Amendments shall be submitted to the board and approved by four of the seven board members. The amendment shall then be submitted to the principal for approval.