

## **Sportsmanship, Ethics, and Integrity in Catholic Schools**

### **Archdiocese of San Antonio**

#### **Mission Statement**

The primary goal of the sports program in the Archdiocesan Interscholastic Athletic League is to represent Christ by exhibiting good sportsmanship through participation in and learning the basic fundamentals of our sports program, always keeping in mind that winning is not everything. Good sportsmanship is viewed by the AIAL as a commitment to Christian values of fair play, ethical/moral behavior and integrity. In perception and practice, sportsmanship is defined as those Christian qualities which are characterized by generosity and genuine concern for others. The ideals of sportsmanship apply equally to all activity disciplines. Individuals, regardless of their roles in activities, are expected to be aware of their influence on the behavior of others and model good sportsmanship.

#### **Expectations of Coaches**

All coaches assume certain obligations and responsibilities to the game they coach, to the players, and to their fellow coaches. It is essential that every member of the coaching staffs in Catholic schools be constantly aware of these obligations and responsibilities with the purpose in mind that the coaching profession will always remain an honorable calling and that each member is to conduct himself/herself in such a manner as to maintain the dignity and decency of his/her profession.

Respect and uphold the dignity of all athletic participants.

Set a good example always for participants and fans to follow, exemplifying the highest moral and ethical behavior.

Instruct participants in proper sportsmanship responsibilities and demand that they make sportsmanship the No. 1 priority.

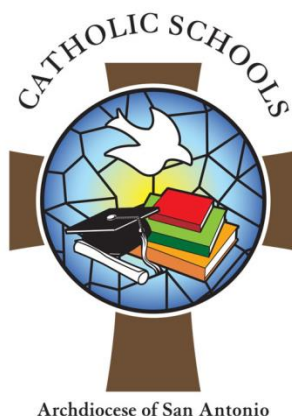
Respect the judgment of contest officials, abide by rules of the event, and display no behavior that could incite the fans.

Treat opposing coaches, participants, and fans with respect. Shake hands with officials and opposing coach in public.

Develop and enforce penalties for participants who do not abide by sportsmanship standards.

Acquaint oneself thoroughly with the rules of the game. Study and frequently review official rule books. Teach and interpret the rules to the players.

Use no unsportsmanlike tactics in any games (e.g. running up the score, "beating the rules", etc.)



## **Archdiocesan Interscholastic Athletic League Constitution**

### **Article I – Name**

The organization shall be known as the “Archdiocesan Interscholastic Athletic League”.

### **Article II – Objective**

#### **Section 1:**

The Archdiocesan Interscholastic Athletic League assists the member schools in the advancement of interscholastic athletic competition.

#### **Section 2:**

The Archdiocesan Interscholastic Athletic League assists in the preparation of future adults who are to foster Catholic values in a spirit of fair play, team cooperation and good fellowship.

### **Article III – Governing Body**

#### **Section 1:**

The governing body of the Archdiocesan Interscholastic Athletic League shall consist of the Superintendent of Catholic Schools, the Principals or their assigned administrative designate, the Athletic Director of the member school and the League Commissioner.

#### **Section 2:**

The governing body shall act as the policy making group for the member schools.

#### **Section 3:**

The annual meeting of the governing body shall be the last meeting of the school year.

#### **Section 4:**

The governing body shall hold four general meetings annually.

#### **Section 5:**

The governing body shall set the annual dues and approve the operating budget.

### **Article IV – Membership**

#### **Section 1:**

Membership in the league shall be open to any Catholic Private or Parish school in the Archdiocese of San Antonio.

#### **Section 2:**

Any Catholic Private or Parish school may apply for membership by subscribing to the constitution and the rules of the AIAL. The Executive Board will rule on the application and if the ruling is favorable, the school shall be accepted and placed on a probationary period for one year from the date of entry. During the term of the probation, the member school shall only be eligible for regular season team and individual honors. The member school will not be eligible for playoffs honors in those sports in which they are offered (Flag Football, Soccer, Volleyball, Basketball, Baseball, and Softball).

#### **Section 3:**

To be eligible for AIAL membership, a school may not be a member of another comparable organization or a member of an organization that would preclude its participation in AIAL district or play-off competition.

#### **Section 4:**

The Executive Board may disqualify a member school which has not paid its annual dues by the date set by the Board.

Member schools will be assessed a participation fee determined by the AIAL Executive Board allowing a school to submit a total of eight (8) eligibility lists during that school year. A school may submit additional eligibility lists during the year for an additional participation fee per list. The initial participation fee is due by the last Friday of September while the total remaining participation fee for additional lists is due by the last Friday of May.

The AIAL Executive Board will impose a penalty fee in the amount totaling 50 percent of the total participation fee due if a member school fails to submit their participation fee by the designated due date in September and/or May. Failure to pay any late fees assessed by the Board to the AIAL will result in suspension from AIAL competition for the remainder of the year.

**Section 5:**

Each member school is responsible for assuring that all athletes representing the school are adequately covered against injury by liability and medical insurance. The school will have on file any documentation necessary to release the school from liability: a waiver, signed by a student's parent or legal guardian, releasing the school from liability and proof of medical insurance coverage. Each student athlete is required to have a record of physical examination on file at the beginning of his/her participation in any sport and, thereafter, prior to renewed participation following an injury or serious illness. Physical examinations are valid for a period of one year from the date shown on the Physical examination form. Physical examination forms that expire during a sports season that is currently in progress must be renewed for the student to be eligible to participate. Failure to maintain updated information will result in Executive Board action.

**Section 6:**

Each member school is responsible for assuring that all coaches representing the school have on file a criminal background clearance and certificate documenting that they have viewed the video and received a copy of the "Policy on Sexual Misconduct on the Part of Church Personnel of the Archdiocese of San Antonio". Volunteer coaches may, at their discretion, purchase Volunteer Accident Insurance through the Archdiocese. They are covered for liability through the Archdiocese. However, there is no coverage for intentional or criminal acts.

**Section 7:**

Each member school is responsible for submitting an annual AIAL Constitution and Handbook Acknowledgement Form which is to be submitted at the first AIAL General Meeting each school year. The acknowledgement form will indicate that both the principal and athletic director of the member school have read the AIAL Constitution and Handbook including the mission statement, policies, procedures and regulations of the AIAL. A refusal to sign or submit the form on the given dates implies a desire to withdraw from the AIAL.

**Article V – Annual Meeting**

**Section 1:**

The annual meeting of the governing body of member schools shall be held at the end of each school year.

**Section 2:**

At this meeting, matters pertaining to the League shall be discussed. Any changes in the AIAL constitution made at this meeting shall be made by two-thirds (2/3) majority vote of the member schools present and voting by a pre-written ballot. Each member school present at this meeting shall be entitled to two votes, which shall be cast by the chief administrator, or principal or duly authorized delegate, and the Athletic Director from the member school.

**Article VI – Officers**

**Section 1:**

The executive administration and control of this League shall reside in the League Executive Board.

Section 2:

The League Executive Board shall consist of the following officers: Superintendent or his/her designee, President, League Commissioner, four principals and four athletic directors from member schools. At last four representatives will be from Class A. A president, secretary and treasurer shall be selected by the Executive Board from the ranks of the four principals and four athletic directors. The League Commissioner is appointed by the Executive Board and the Superintendent.

Section 3:

Officers shall be elected at the annual meeting in May. Each school is entitled to two votes cast by the Principal (or assigned administrative designate) and the Athletic Director. The League Commissioner will receive an annual stipend for his/her services, the amount to be determined by the Executive Board. The Superintendent or his/her designee will conduct an annual evaluation of the performance of the League Commissioner with input from principals and athletic directors.

Section 4:

Newly elected officers will take office at the close of the annual meeting of the year. League officers will serve three-year terms. After serving for three years, an officer may run for a second three-year term. Following six consecutive years of service, an officer may not be re-elected the following year. Only two officers (one principal and one athletic director) will transition off the Executive Board each year.

Section 5:

In the event a vacancy shall occur on the League Executive Board prior to a regular election, the President appoints a replacement to fill the unexpired term of any vacated officer's position. If the vacancy occurs in the position of League President, the position will be filled by a vote of the governing body.

Section 6:

The League Executive Board will serve as the Administrative Council for this League. Among its duties and responsibilities shall be: 1) to administer the affairs of the League; 2) to inaugurate new athletic contests; 3) to create new conferences and sports competitions; 4) to set up plans for competition and promote the same; 5) to prepare and distribute bulletins and other literature pertaining to its work; 6) to work with the Governing Body, the Protest Committee and the member schools; 7) to decide disputes that are appealed to it; 8) to furnish official interpretation of this constitution; 9) to use all the powers necessary to discharge these duties; 10) to review and revise, as necessary, areas of the AIAL Handbook.

Section 7:

The Executive Board will meet four (4) times during the school year. These meetings will be held prior to each general meeting in order to prepare the agenda. Special meetings may be called at the discretion of the League President.

Section 8:

The President of the League must be a Principal. All other officers may be Principals or Athletic Directors.

**Article VII – Duties of League Officers**

Section 1:

The Superintendent or his/her designee shall:

- a. Serve as moderator of the AIAL and promote adherence to its mission statement.
- b. Assure that all pertinent League and Archdiocesan policies are followed.
- c. Conduct an annual evaluation of the performance of the League Commissioner, with input from principals and athletic directors.

Section 2:

The League President shall:

- a. Preside over all general League meetings, regular and extraordinary.
- b. Serve as chief administrative officer for the League and see that proper communication is maintained with all member schools.
- c. Solicit the advice and consent of fellow officers in dealing with matters which arise that are of vital interest to the League. Decisions in such matters shall be by two-thirds (2/3) majority vote of the League Executive Board.
- d. Handle all official correspondence with the membership.
- e. Make available to each school a copy of the AIAL Constitution and Handbook of Procedures.
- f. Perform other duties incidental to the office of the League President and chief executive officer of the League.
- g. Shall serve as spokesperson in all League affairs.

#### Section 3:

The Treasurer shall:

- a. Preside over League meetings in the absence of the President.
- b. Collect all fees and dues and be responsible for their safekeeping.
- c. Prepare and disseminate the financial reports to all members at each general meeting.
- d. Keep records of income and disbursements from League funds.
- e. Pay operational debts of the League office.
- f. Perform other duties assigned by the President.

#### Section 4:

The Secretary shall:

- a. Notify member schools of upcoming general meetings at least ten (10) days in advance.
- b. Keep minutes of all meetings, both executive and general.
- c. Distribute agendas and minutes of the meetings to all member schools.
- d. Perform other duties assigned by the President.

#### Section 5:

The Commissioner shall:

- a. Make all appointments to ad hoc committees.
- b. Act as chief administrative officer for the League, in the absence of the President, and see that proper communication is maintained with all member schools.
- c. Appoint Sports Coordinators for each AIAL sport.
- d. Assist and provide guidance to Sports Coordinators in working with member schools in the resolving of problems that arise from competition within the League.
- e. Develop and enforce the League calendar.
- f. Gather, review and notify member schools of any discrepancies on all eligibility lists.
- g. Create and maintain forms for gathering, organizing, and disseminating information to the schools.
- h. Handle all general correspondence with membership.
- i. Oversee the preparation and assembly of League rosters done by the Sports Coordinators.
- j. Collect, collate, select, and disseminate all information relating to the AIAL League teams.
- k. Compile the all sports points.
- l. Perform other duties incidental to the office of the Commissioner and chief executive officer.
- m. Review and forward any submitted protest to the chair of the Protest Committee.
- n. At the beginning of each school year, conduct an orientation for new Athletic Directors and coaches.
- o. Purchase all awards for playoffs and events as authorized by the Executive Board.

#### Section 6:

A Sports Coordinator will be appointed for each sport. Each Sports Coordinator will be directly responsible to the League Commissioner. The League Commissioner will provide a job description. Sports Coordinators will be required to attend a Sports Coordinators orientation prior to the start of their designated sports season.

- a. Serve as the chief administrator of the assigned sport in the absence of the League Commissioner
- b. Assist member schools and provide guidance to them in the resolving of problems that arise from competition within the designated sport.
- c. Assist the League Commissioner in the enforcement of the League calendar.
- d. Gather, review, verify, and notify member schools of any discrepancies on all eligibility lists.
- e. Maintain forms of gathering, organizing, and disseminating information to the member schools
- f. Compile all results and forward weekly standings to member schools as well as the League Commissioner.
- g. Upon completion, submit approved copies of all eligibility lists to the League Commissioner.

## **Article VIII – Protest Committee**

### **Section 1:**

The Protest Committee shall consist of three (3) Principals and two (2) Athletic Directors of the member schools. The senior principal on the committee shall be designated as chairperson. Each member shall have one vote. A member of the Committee shall be disqualified to act in a case in which his/her school is one of the schools involved. An alternate or alternates will be designated by the President and the Commissioner in the event that this occurs. The Protest Committee cannot have two (2) members from the same school.

### **Section 2:**

The Protest Committee hears protest regarding eligibility and game rules infractions.

### **Section 3:**

A protest is allowed on eligibility questions and rules infractions; no protest is allowed on an official's judgment call.

### **Section 4:**

A written protest signed by both the Principal and Athletic Director must be submitted to the Commissioner with a \$50.00 security check within 72 hours of the infraction. If the protest is upheld, the \$50.00 security check will be returned. The submitted protest must clearly state the infraction and all pertinent information.

### **Section 5:**

The Protest Committee shall meet to discuss a submitted protest and render a decision within three (3) school days. The Protest Committee Chairperson shall communicate a written decision to the League Commissioner who will then communicate the decision to all appropriate parties.

### **Section 6:**

In the event a member school disagrees with a decision made by the Protest Committee, then an appeal may be submitted to the President. The President will then convene the Executive Board within five (5) school days to discuss the appeal and meet with appropriate parties. Once an appeal decision has been made, the President will communicate in writing the decision of the Executive Board to all appropriate parties. At this point, the protest procedure and the decision remains final.

## **Article IX – League and District Organization**

### **Section 1:**

The League shall consist of a Boys' and Girls' A and B Division. Boy's and Girls' teams will be categorized in two classifications based on the combined total enrollment of the 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades of their respective schools. The classifications will be Class A for the smaller enrollments and Class AA for the larger enrollments. Placement

in classifications will be determined by the enrollment of the previous year. Each classification will be divided into two districts. District alignment will be based primarily on the location of each school. The districts in Class A will be: District 2-A and District 3-A. The districts in Class AA will be: District 4-AA and District 5-AA. "B" Division teams will compete in the same category as their "A" Division teams.

**Section 2:**

In the event that a district does not have a minimum of four teams competing, all teams will be placed into one district, with the top eight teams in the "A" Division qualifying for play-off competition. Classifications will apply to the following sports: Soccer, Volleyball, Basketball, Track & Field, Baseball and Softball. (Classifications and District organization can be put into effect for all other sports based on school commitments).

**Section 3:**

For each school, both Boys (B) and Girls (G) must participate in three of the following sports: Basketball (B/G), Cross-country (B/G), Golf (Co-ed), Soccer (Co-ed), Softball (G), Tennis (B/G,Co-ed), Track and Field (B/G), Volleyball (G), Baseball (B,Co-ed), Six-Man Football (Co-ed) and 11-Man Football (Co-ed). Exceptions are addressed by the Executive Board upon written request.

**Article X – Championships**

**Section 1:**

All tournaments, meets, and events beyond district will be sponsored by the League. Each year the Commissioner will seek member schools or groups to host such events.

**Section 2:**

All schools that are entitled to participate beyond the district level through the AIAL qualification procedures must do so.

**Section 3:**

The manner of seeding shall be the responsibility of the Commissioner.

**Article XI – Eligibility Rules**

**Section 1:**

A student enrolled in a member school that is in good and regular standing is permitted to participate in any League contest. He/she may not be failing more than one subject nor receive less than a 70% overall grade point average on his/her mid-quarter progress report or end of quarter report card. A student will remain ineligible until the next mid-quarter progress report or end of quarter report card has been distributed and the academic deficiency has been removed. If a member school does not distribute a formal mid-quarter progress report, then the member school is asked to designate a day during the week marking the halfway point of the grading period to determine eligibility for the remainder of the grading period. An individual member school reserves the right to determine a practice eligibility policy for student athletes who are on an academic deficiency.

**Section 2:**

A student taking part in games or events of the AIAL shall be in no grade higher than the 8<sup>th</sup> grade of a member school and have not attained his/her 15<sup>th</sup> birthday on or before September 1 of the current school year in order to participate in Division (A) sports. A student shall be in no grade higher than the 7<sup>th</sup> grade and not attained his/her 14<sup>th</sup> birthday on or before September 1 of the current school year to participate in Division (B) sports. Students below the 5<sup>th</sup> grade are not eligible for AIAL competition.

**Section 3:**

Any student-athlete transferring to a member school from another school and having participated on any "A" division team or 8<sup>th</sup> grade team, shall be eligible to participate on an "A" division team only after a 30 day waiting period from the date of enrollment, provided all other League requirements are met. No **transfer** student-athlete may participate in an AIAL League play-off who has not participated in one-half (1/2) of the officially scheduled games set by the AIAL. This rule does not apply to a **transfer** student-athlete who has changed residences to within the area of the Catholic school presently attended.

Section 4:

Once a player is promoted from (B) level to (A) level, he/she must remain at (A) level for the remainder of the season (League play only). Players promoted from (B) level to (A) level become eligible seven calendar days after being added to the official Eligibility list.

Section 5:

Eligibility forms for each sport are to be maintained by each school. A completed copy must be filed with the Sports Coordinator/Commissioner no later than the date set by the official calendar. Failure to submit completed Eligibility lists by the designated date and time will result in forfeiture the first District/Conference game. If the eligibility list are submitted by the deadline, however are not completed properly (ex. Missing dates, signatures, illegible) the submitting school will have seven (7) calendar days from the original deadline to resubmit the corrected lists. Failure to submit the proper paperwork by the extended deadline will result in suspension from League and District play for the remainder of the season.

Section 6:

No member school may offer inducements or proselytize any student or family member of any student to leave any school for the purpose of transferring to a member school.

Section 7:

Fifth graders are eligible to participate on an AIAL "A" team, only if a school does not have a "B" team. However, fifth graders are not eligible for tackle football.

If a school does choose to have fifth graders on a team, they are then not allowed to cut any 6th or 7th graders from the "B" team to make room for those fifth graders. The use of fifth graders must be used by schools only to complete an eligible sports team roster.

Section 8:

A student-athlete enrolled in a member school may only participate on school teams offered by the school presently attending.

If a school has a student or students wishing to participate in a sport (tackle football, baseball or softball) not offered by the school, the school can opt to allow the student to compete with a different member school during that sport season. A written agreement must be made between the two school principals and submitted to the Commissioner, reviewed by the Executive Board and approved by the Superintendent.

*(The intent of this exception is to allow for schools to provide an opportunity to its students, so not to lose the student to another school with more sports offered. In addition, this rule is to allow schools to rebuild and improve their program, so that joining another school's program is temporary. The review by the Executive Board is to ensure that no school gains a competitive advantage over another school by combining.)*

**Article XII – Contests**

Section 1:

The League sponsors contests in Baseball, Basketball, Cross-country, Flag Football, Football, Golf, Soccer, Softball, Tennis, Track and Field, and Volleyball.



## Section 2:

The time for holding district and play-off contests shall be in accordance with the calendar published by the Executive Board.

## Section 3:

The policies, procedures and regulations of the AIAL shall be followed by all member schools and enforced by the Executive Board for all athletic contests including any invitational tournament sponsored by an AIAL member school.

### **Article XIII – Disputes**

Disputes between member schools should be resolved between the schools' athletic director and principal or principals' designee. Any conclusions or decisions reached must be reported and documented to the League Commissioner within 72 hours. In the case that the report involves issues of sportsmanship, ejections, or a violation of the Constitution or Handbook, the report will be shared with the Executive Board. If necessary the Executive Board may impose sanctions on schools according to Article XIV.

### **Article XIV – Penalties**

Penalties for infraction of provisions contained in the AIAL Constitution and Handbook will be imposed by the Executive Board. The chart below outlines penalties.

Type of Offense	Penalty and Sanction	Action and Documentation
<ul style="list-style-type: none"><li>• Player Ejection</li><li>• Coach Ejection</li><li>• First Offense for School</li></ul>	<ul style="list-style-type: none"><li>• Player – 1 Game Suspension</li><li>• Coach – 2 Game Suspension</li><li>• Private Reprimand</li></ul>	<ul style="list-style-type: none"><li>• Documentation sent to school and filed with AIAL Commissioner</li></ul>
<ul style="list-style-type: none"><li>• Player – Fighting, severe unsportsmanship conduct</li><li>• Coach – Unsportsmanship practice, cheating, major rule violation</li><li>• Second Offense for School</li></ul>	<ul style="list-style-type: none"><li>• Player – 2 Game Suspension, Suspension for Entire Season</li><li>• Coach – 2 Game Suspension, Suspension for Entire Season, Removal from League</li><li>• Public Reprimand</li></ul>	<ul style="list-style-type: none"><li>• Documentation sent to school, district schools and filed with AIAL Commissioner; sport and head coach is on probation through next season.</li><li>• Possible forfeiture of contests</li></ul>
<ul style="list-style-type: none"><li>• Coach – Severe unsportsmanship conduct, has previously received a reprimand, violation of probation</li><li>• Third Offense of School</li></ul>	<ul style="list-style-type: none"><li>• Coach – Suspension for entire season, removal from league</li><li>• Public Reprimand</li></ul>	<ul style="list-style-type: none"><li>• Documentation sent to schools, all league schools, filed with Commissioner</li><li>• Possible forfeiture of contests</li></ul>

### **Article XV – Employment of Coaches**

A school is eligible for competition in any sport only if its Athletic Director, and/or assistant Athletic Directors, and/or head coach of baseball, basketball, football, soccer, softball, track and field or volleyball is a full time employee of the school. No coach's salary may be paid out of the gate receipts, nor may the salary be influenced by his/her team's performance. The intent of this rule is to make one full-time employee, called Athletic Director, responsible for the conduct of the entire athletic program under the Principal.

### **Article XVI – Amendments**

Proposed amendments to the Constitution may be initiated by either a member school or by the Executive Board. Amendments shall be made by two-thirds (2/3) majority vote of the member schools voting. Proposed amendments must be submitted to the Executive Board at least four weeks prior to the general meeting where they will be considered. Amendments to the League's Handbook require approval of two-thirds (2/3) majority of the members of the Executive

Board. Proposed amendments must be submitted to the Executive Board at least two weeks prior to the next Executive Board meeting.

The AIAL Constitution and Handbook may be amended by the Superintendent of Catholic Schools, at any time, for issues related to health, safety and liability.

#### **Article XVII – Sports Seasons**

The sports seasons are divided into the following categories: Fall, Winter, and Spring. The following sports activities will be offered during each of the seasons listed:

Fall: Cross-Country, Flag Football, Football, Soccer, and Volleyball

Winter: Basketball

Spring: Baseball, Softball, Golf, Tennis, Track and Field

Beginning and ending dates for each sports activity will be set annually by the Commissioner.