

Saint Basil Academy

Athletics Handbook for Athletes, Coaches, and Parents



Saint Basil Academy provides a college-preparatory high school experience committed to the development of the whole person, including the cultivation of athletic skills with those of good moral character. The athletic department provides students with opportunities to develop skills in responsibility, sportsmanship, and fair play in the context of healthy competition.

*"Sports are not merely the exercise of muscles, but the school of moral values and of training in courage and in perseverance. There is no doubt that these values are of greatest interest for the formation of a personality which considers sports not an end in itself but as a means to total and harmonious physical, moral and social development."
– Blessed John Paul II*

April 2012

Athletic Mission

The Saint Basil Academy (SBA) *Athletics Handbook* is a guide for coaches, athletes, and parents. Athletics at SBA are dedicated to educating student athletes in developing individual skills, teamwork, good sportsmanship, and fair play. Because all coaches, athletes, and parents are representatives of Saint Basil Academy, they are expected to demonstrate proper respect for each other, opponents, officials, and spectators; to abide by the philosophy and guidelines of SBA; and to promote the SBA mission in actions and words, both on and off the playing fields.

You can find team schedules and directions to all SBA games on the school website (www.stbasilacademy.org/athletics). You also can find up-to-date practice/game cancellations on the web site. (This option will be available with the new web site in August.)

Athletic Offerings

The following sports are offered during the **Fall** season.

- Cross Country
- Field Hockey – Varsity and JV
- Soccer – Varsity and JV
- Tennis
- Volleyball – Varsity and JV

The following sports are offered during the **Winter** season.

- Basketball- Varsity, JV
- Cheerleading – Varsity and JV
- Indoor Track

The following sports are offered during the **Spring** season.

- Lacrosse
- Softball – Varsity and JV
- Outdoor Track

PIAA and Catholic Academy League Participation

- PIAA – Pennsylvania Interscholastic Athletic Association
Refer to the PIAA rules and regulations at www.piaa.org
- AACA – Athletic Association Catholic Academy – District One

Student Athletes

Responsibilities

1. Be prompt to practices and games
2. Be gracious in victory and accept defeat with dignity
3. Be respectful to teammates, opponents, officials, and coaches
4. Be open-minded, willing to listen and learn
5. Encourage team work on and off the field
6. Honor the spirit of good sportsmanship
7. Promote positive cheering
8. To properly care for and return at the end of the season uniforms and equipment issued to them

**** Reminders --**

- Athletes are not to wear sports uniforms to school unless approved by the AD and principal PRIOR to the event
- Report cards/transcripts/diplomas will be withheld for any athlete who does not return or pay for lost/damaged uniforms and/or equipment
- Athletes will not be eligible to participate in another sport until uniforms/equipment are returned
- **NCAA** -- high school athletes, who are interested in playing NCAA Division Collegiate sports are encouraged to visit the NCAA site at www.eligibilitycenter.org . Students are asked to create an account and register with the NCAA. Registration can be done after the junior year of high school is completed. The site provides information for both the student-athlete and parents.
 - The NCAA may request a student's transcript (complete through her junior year) upon initial registration. If that is the case, please request a transcript by accessing your daughter's Naviance account. On the Naviance home page click the link that allows you to make an electronic request. Upon completion of the student-athlete's senior year, a final transcript will be automatically sent to the NCAA (no special request is required). The final transcripts of all REGISTERED high school graduates will be sent when final grades are processed (usually the second week in June).

Eligibility to Play

Athletes must have the following forms completed BEFORE attending a tryout:

- PIAA Sports Physical form signed by a doctor and parent
1. All athletes must maintain a minimum 2.0 GPA for any given academic quarter and be in "good standing" in order to participate in any sport. A student in "good standing" is one who adheres to school rules concerning behavior and attendance
 2. An athlete who receives one or more suspensions may jeopardize her ability to remain in good standing and to participate in athletics.
 3. A suspension from school will exclude an athlete from participating in her sport on the day of the suspension

4. Athletes who do not abide by the *Athletics Handbook* guidelines will be referred to the Dean of Students and Principal and disciplined according to the *SBA Student Handbook*

Athletic Fee

- A \$150 sports fee is required for each athlete (for each sport), which helps fund the cost of transportation to athletic events, game officials, insurance, tournament entry fees, and equipment
- The fee will be collected at the beginning of every season (fall, winter, spring) once the student has been selected to a team
- No student will be allowed to practice with the team until the fee has been paid

Workouts

Weight Room -- The weight room is available and to be used under the supervision of the coach for each team.

Off Season Workouts -- Off-season workouts are voluntary for the athletes. Coaches may explain and suggest the benefits of pre-season workouts and suggest conditioning regimens.

Conflict Resolution

1. If an athlete has a question or concern about her involvement on the team, please contact the coach personally for an answer or explanation.
2. Parents are asked to contact the coach AFTER their daughter has made an attempt to resolve the situation.
3. If further intervention is necessary, the AD should be contacted.
4. The final step, if necessary, will be a meeting with the coach, AD, parents, and the principal/vice principal.

Transportation

- All team members are expected to ride with the team to and from games on busses so that coaches can account for all athletes
- Athletes will be responsible for any damages incurred on the bus
- With prior permission of the coach, parents may drive their child and other teammates directly home after a game
- Athletes may not ride with other athletes or anyone else without notification of the coach and/or parents
- Transportation will not be provided by SBA for Saturday or Sunday games
- Dismissal time is 2:15 on school days for away games

"When all is said and done, it's not the shots that won the championship that you remember, but the friendships you made along the way."

Coaches

Requirements

All coaches must complete and have on file the following paperwork:

- W-4
- Child Abuse/Criminal Check Clearances
- TB test results

Responsibilities

1. Communicate tryout dates to the AD and clear expectations to athletes who are trying out
2. After tryouts, create a roster of team members and pass roster to AD
3. Verify that no student is to begin practice without fee paid and health documentation on file (information to be provided to coach by AD)
4. Conduct a parent meeting before the season begins, establishing guidelines and expectations; notifying the AD of the parent meeting
5. Provide practice and game schedule to AD
6. Notify the AD or Main Office about practice/game cancellations or schedule changes – DO NOT CALL or TEXT ATHLETES with the information
7. Notify the AD about early dismissals/absences for athletes ASAP so that information can be relayed to teachers
8. Account for and maintain uniforms and equipment that are issued to a team by keeping accurate records of what is issued to each student and ensuring it is returned at the end of the season
9. At the end of the season, notify the AD with names of students who have not returned uniforms and/or equipment
10. Insist on proper conduct and good sportsmanship by athletes and parents at all times
11. Treat opponents, game officials and visiting spectators with respect

Purchase Requests

- All purchase requests need to be submitted to and approved by the AD and principal PRIOR to purchase – no reimbursements will be given for items that have not been pre-approved (please use the *PURCHASE ORDER REQUEST FORMS* available in the Main Office for pre-approval)
- Coaches must order all team apparel through the school store
- Maintain expenses within the budget that has been assigned and approved for each sport

Injury/Incident Report

- Carry athlete emergency/health information at every game
- If an accident or injury occurs, the coach submits a written report to the Vice Principal within 24 hours of the incident
- If the injury is serious, the coach will call 911 and the parent. The coach will stay with the student until help is secured.
- If an athlete misses practice on the request of a physician the athlete should have

a note of clearance before returning to practice.

Uniforms/Team Apparel

- Will be evaluated and replaced every 5-7 years by the AD, depending on the condition of the uniforms
- Coaches will not use fundraising to purchase new team uniforms
- Coaches must order all team apparel through the school store

Transportation

- All team members are expected to ride with the team to and from games on busses so that coaches can account for all athletes
- Athletes will be responsible for any damages incurred on the bus
- With prior permission of the coach, parents may drive their child and other teammates directly home after a game
- Athletes may not ride with other athletes or anyone else without notification of the coach and/or parents
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Fundraising

- All fundraising events need to be approved by the Athletic Director and principal PRIOR to scheduling of the event
- Fundraising activities also must be checked with the Development Director to ensure that there are no conflicts
- Funds raised should benefit the entire team in enhancing the experience of the sport and promoting the camaraderie of the team; allocation of funds for team warm-ups, additional equipment, or travel expenses for attendance at tournaments are acceptable uses of funds
- Fundraising will NOT be approved for the purchase of new uniforms or to purchase gifts for athletes

Conflict Resolution

1. If an athlete has a question or concern about her involvement on the team, please contact the coach personally for an answer or explanation.
2. Parents are asked to contact the coach AFTER their daughter has made an attempt to resolve the situation.
3. If further intervention is necessary, the AD should be contacted.
4. The final step, if necessary, will be a meeting with the coach, AD, parents, and the principal/vice principal.

Senior Athletes Recognition Events

- Senior athletes will be recognized by the Academy at the end of year Sports Assembly
- If a team wishes to conduct a senior recognition night at the end of the season, the parents and players, with approval from the coach and AD, will provide food and beverages, and will set up before and clean up after the event
- The Academy does not condone the purchase of gifts for senior athletes; if team members wish to present gifts to seniors, the price of those gifts should not be deemed excessive by the coach

Coaching Evaluations and Renewal of Contracts

The Athletic Director and Principal will evaluate each coach at the end of his/her season. These evaluations are to be used as a tool for positive reinforcement and setting future goals.

Summer Camps

The AD will create the program for summer camps and will collect fees. All fees are to be handed over to the Finance Director. Coaching fees will be determined by the AD in conjunction with the principal. All summer camp coaches are expected to abide by the athletic guidelines in this handbook.

Booster Club

Parents involved in the Booster Club organize the Booster Mixer and Father/Daughter Dance to raise funds for the Athletic Department. The Booster Club, in conjunction with individual sports teams, also organize snack items to be sold during home games.

Athletic Trainer

A certified trainer is present at all games hosted by SBA.

“A good coach will make his/her players see what they can be rather than what they are.”

Athletic Director (AD)

Responsibilities

- Is directly responsible to the Principal; provides the Principal with periodic updates concerning all athletic issues and decisions
- Attend Athletic Director's meetings and coordinate all athletic schedules with other schools
- Communicate schedules with league assigners
- Provide PIAA with all necessary paperwork, including medical forms, contracts for games, etc.
- Coordinate all home sporting events and serve as the SBA representative to parents and athletes
- Assist in finding coaches
- Create a budget for each team; distribute budget and athletic handbook to each coach at coach's meeting
- Hold a coach's meeting at the beginning of the school year and for summer camp staff to review athletic procedures and guidelines in this handbook
- Prepare, distribute, and collect sports forms, rosters, and fees
- Collect and turn in fees and team rosters to the Finance Office
- Complete forms to order bus transportation to away games.
- Post game schedule on web site – keep information up-to-date
- At the beginning of the season, post a team roster and game schedule for faculty members so that they can be informed of early dismissals
- Inform the school office of any changes or cancellations ASAP, which will be announced to all students.
- Order, maintain, and collect uniform and equipment inventory
- Give names of athletes who have not returned uniforms/equipment to the principal/vice-principal
- Review purchase orders and approve/dis-approve based on budget
- Create sports summer camp brochure; organizes athletic summer camps and collect fees for camp and turn in to Finance Office
- Organize pep rallies and provide fees for all home games to coaches
- Attends open houses and coordinates coaches and players to attend
- Organize and coordinate Spirit Day at SBA
- Prepare all coach information/documentation and present to principal

SBA Athletics Contact Information

TITLE	NAME	EMAIL
Athletic Director	Mrs. Kathy Bieker	kbieker@stbasilacademy.org
Athletic Director	Mr. Hugh McGovern	hmcgovern@stbasilacademy.org
Athletic Trainer	Ms. Nicole Edling	nedling08@gmail.com
Booster Club	Mrs. Megan Greenberg	Mgreen924@comcast.net

SPORT	HEAD COACH	EMAIL
Basketball	Mr. Terry Mancini	terrymancini69@yahoo.com
Cheerleading	Ms. Casey Jackowicz	cjackowicz@verizon.net
Cross Country	Mr. Greg Green	gsgowls@msn.com
Field Hockey	Ms. Erin McDonnell	erinbmc0215@aol.com
Lacrosse	Mr. Brian Goettner	bfgoettner@yahoo.com
Soccer	Mr. Tim Curran	curran2555@verizon.net
Softball	Mr. Steve Sonneborn	ssonne14@aol.com
Tennis	Mrs. Joy Grafenstine	cjgraf1@gmail.com
Track (indoor/outdoor)	Mr. Greg Green	gsgowls@msn.com
Volleyball	Mr. Doug Blystone	volleyballdoug@comcast.net

Coach's Prayer

BUILD ME AN ATHLETE, who will be strong enough to know when she is weak and brave enough to face herself when she is afraid, one who will be proud and unbending in honest defeat and humble and gentle in victory.

BUILD ME AN ATHLETE whose wishbone will not be where her backbone should be, an athlete who will know You and that to know herself is the foundation stone of knowledge. Lead her, I pray, not in the path of ease and comfort, but under the stress and spur of difficulties and challenge. Let her learn to stand up in the storms; let her learn compassion for those who fall.

BUILD ME AN ATHLETE whose heart will be clear, whose goal will be high; an athlete who will master herself before she seeks to master others; one who will learn to laugh, yet never forget how to weep; one who will reach into the future yet never forget the past. And after all these things are hers, add, I pray, enough of a sense of humor, never to take herself too seriously. Give her humility, so that she may always remember the simplicity of true greatness, the open mind of true wisdom, the meekness of true strength. Then, I, her coach, will dare to whisper, I have not lived in vain.

-- adapted from *A Father's Prayer* by Gen. Douglas MacArthur



Athlete's Prayer

Help me to play the game, dear Lord, with all my might and main; grant me the courage born of right, a heart to stand the strain...

Send me a sense of humor, Lord, to laugh when victory's mine; to laugh, if I should meet defeat, without a fret or whine...

Give me the grace to follow rules, to 'fess up when I'm wrong, when silence or some other thing wins plaudits from the throng...

When foes are tough and fighting fierce and I am getting weak, dear God, don't ever let me show a broad, bright, yellow streak.

And teach me, Lord, life's game to play just one day at a time. With Thee as coach and trainer, Lord, real victory must be mine.