

CATHOLIC SCHOOLS ACTIVITY LEAGUE (CSAL)

BYLAWS

**424 N. Broadway
Wichita, KS 67202
316-269-3950**

**Last Update
May 2021**

I. Organization and Membership

A. Name and Address

1. The name of the organization will be the Catholic Schools Activities League, hereafter referred to as the CSAL.
2. The official address will be 424 N. Broadway, Wichita, Kansas 67202

B. Mission Statement

1. The mission of the CSAL is to provide the opportunity and privilege for the students of the member schools to participate in organized extracurricular and athletic activities.
2. This participation is guided by the mission of the Catholic schools, "Together with the family, the parish and each other, we will form each student into a disciple of Jesus Christ who seeks the Truth, grows to love It, and learns to live It."

C. Membership

1. Any Catholic elementary school within the Diocese of Wichita may become a member of the CSAL.
2. The CSAL exists to promote and for the benefit of the Catholic Schools in the Diocese of Wichita. Schools outside the diocese of Wichita are allowed to apply for participation in our league to the CSAL board. The board will then consider if the schools participation will benefit our league. Schools that are accepted will be required to follow all of our league policies and requirements. The participation of these schools will be reviewed periodically.
3. A parish team may apply for membership into the CSAL if they can show a relationship to a parish and agree to abide by the mission and policies of the CSAL. The team must submit a plan to indicate the method by which they will verify to the Council adherence to all CSAL policies. Membership is subject to approval by the CSAL Council and is good for one year.

D. Duties and Responsibilities

1. Superintendent (or designated assistant superintendent)

- a. Final decision-making authority for matters pertaining to the operation of the CSAL rests with the Superintendent. Hereafter, superintendent is to be read as superintendent or designated assistant superintendent.
- b. The Superintendent reviews and approves all policies, proceedings, and activities to assure coordination with diocesan policy.
- c. The Superintendent will appoint a League Commissioner, hire a CSAL Athletic Director and create a CSAL Council.

2. School Principals

- a. Principals of member schools will be responsible for cooperating with the Superintendent and overseeing all activities in their schools in order to assure compliance with all CSAL policies.
- b. Three principals will serve on the CSAL Council.

- c. Principals will make recommendations for Bylaws and Policy amendments to the CSAL Council and/or the Superintendent

3. League Commissioner

- a. Preside at CSAL Council meetings and develop agendas for regular meetings in consultation with the Superintendent. The Commissioner will also publish and forward the minutes from all meetings to all Council members and to the principals and athletic directors of member schools.
- b. Develop the yearly calendar and submit it for approval to the Council at the spring meeting.
- c. Establish and oversee the annual budget for the CSAL and submit financial reports to the Council at regular meetings.
- d. Serve as a communications liaison between all CSAL member schools, the CSAL Council and the Superintendent.
- e. Enforce all CSAL rules and policies and give interpretations of the League rules and policies as needed for proper functioning of the CSAL.
- f. Oversee responsibilities of the Athletic Director.

4. Athletic Director

- a. Organize and coordinate all CSAL athletic activities
- b. Will be accountable to the League Commissioner and the Superintendent and shall work closely with the CSAL Council and individual schools in managing CSAL activities.
- c. Secure sites for conducting athletic events and arrange schedules for the various sport seasons. Work with school athletic directors or coaches to plan, schedule and arrange regular season contests and post season tournaments.
- d. Recruit and schedule officials for each athletic contest.
- e. In consultations with the League Commissioner, schedule and coordinate the REQUIRED Coaches' Certification Clinic at the beginning of each sport season.
- f. Schedule and coordination a Catholic School Officials Clinic at the beginning of each sport season and review CSAL expectations and policies.
- g. Maintain the league treasury and be responsible for collecting all fees, making all payment to creditors and levying financial penalties to member schools for violations of CSAL policies.
- h. Submit financial reports of income and expenses of the CSAL to the League Commissioner three times a year – fall, winter and spring.

5. CSAL Council Members

- a. Coordinate all CSAL activities throughout the school year.
- b. Conduct regular review of league policies and, when necessary, make amendments through consensus and consultation with member principals.

- c. Set appropriate fees and be responsible for the financial reporting to the Superintendent and the member schools. The Council will evaluate and accept the yearly operating budget and all financial reports submitted by the Commissioner.
- d. Approve the yearly calendar at the spring meeting
- e. Approve membership into the CSAL.
- f. Appoint special committees, as needed, to assist in arranging and supervising various CSAL activities or to study issues pertaining to the conduct of League activities.
- g. Approve the assignment of one member of the Council to the Chairperson of the Appeals board.
- h. Investigate violations of League rules and policies, and recommend penalties for violations to the Superintendent.
- i. In consultation with the League Commissioner and Athletic Director, interpret League rules and policies as needed for the proper functioning of the CSAL.

E. CSAL Council

1. Membership

- a. Standing Members: Superintendent (or Designate), League Commissioner, and Athletic Director
- b. One priest representing member school parishes
- c. Three elementary principals, one representing the larger schools, one representing the middle size schools, and one representing the smaller schools. They will serve three year terms and can be reappointed once.

2. Officers

- a. Chairperson - The League Commissioner will be the chairperson of the CSAL Council
- b. Vice-Chairperson – Preside over the meeting in the Chairperson is unavailable
- c. Secretary – Take minutes of the meetings and forward those minutes to the League Commissioner for distribution
- d. Chairperson of Appeals – Will be the chairperson of all appeal hearings.

3. Meetings

- a. The CSAL Council will meet a minimum of three times a year. Once in the fall, winter and spring.
- b. The meetings will be held at a time and place arranged by the League Commissioner
- c. Members of the Council may consult with the Commissioner to hold additional meetings.
- d. Notice of any meeting shall be sent to all members of the Council at least one week prior to the meeting. The agenda and minutes of all meetings shall be published and submitted to all Council members and to the principals and athletic directors of member schools.
- e. A quorum to do business shall be a majority of the total membership of the Council. The Council shall establish policies by means of consensus

II. League Policy

A. Kansas High School Activities Association (KSHSAA)

1. The CSAL follows all Kansas High School Activities Association (KSHSAA) bylaws and policies please refer to the KSHAA handbook for complete regulations.
2. The CSAL policies are in addition to KSHAA bylaws and policies.

B. Dues

1. All schools will be assessed a fee for each team participating in a CSAL activity.
2. Fee amounts will be set by the Athletic Director and Council prior to each sport season.
3. Fee will vary from sport to sport based on the number of schools/teams participating, the number of officials necessary, the number of games played, and other related overhead.
4. An automatic charge of \$25 per school will be assessed for late payment of fees.

C. Appeals

1. Any student, parent or guardian of any student, or any member school aggrieved by an application of policy by the CSAL Council or any of its officers or employees may appeal, within ten (10) days of the alleged violation, in writing.
2. The Chairperson of Appeals will promptly and with ten (10) days convene a meeting of the CSAL Council, which will act as the Appeals Board and hear the appeal.
3. The hearing shall be an open hearing unless the appellant shall request it be closed. A quorum of at least three members of the Appeals board shall be required.
4. Chairperson of Appeals will communicate the decision and rationale for the decision to the grievant and the Superintendent.
5. No member of the Council shall, in his or her capacity as such member, participate in the hearing of any appeal or act upon any matter which involves or will affect any school with which such member is associated by reason of employment, family or the holding of the position on a school council. If an appeal directly involves a member of the Council in some fashion, the Chairperson will appoint an alternate. In case the Chairperson of Appeals is involved in the appeal, the League Commissioner will designate a chairperson for that particular appeal.
6. Only one appeal for each incident may be brought before the Appeals board. After the appeal, the appellant has exhausted relief through the CSAL.

D. Coaches

1. Coaches' Certification

- a. At the beginning of each sport season, the Athletic Director will schedule organize and coordinate a Play Like a Champion Coaches Training. Attendance at these clinics will be mandatory for all new head coaches.
- b. The clinic will focus on coaching fundamental as well as the spiritual, personal, and social needs of the athlete.
- c. If a coach does not attend the required clinic, he or she will not be permitted to coach in the CSAL for that season.

2. **Coaches' Meetings** – In the fall and winter short, non-mandatory coaches' meetings may be held immediately following the conclusion of the Coaches' Certification clinic to go over any rule or policy changes and points of emphasis for the upcoming season.
3. **Sportsmanship**
 - a. All coaches are expected to maintain a positive and Christian attitude and sense of decorum throughout their participation. Portraying good sportsmanship at all times is of utmost importance.
 - b. The head coach of each team is responsible for the conduct of its players, assistants and fans before, during, and after an activity.
 - c. Teams will forfeit any contest or game if an ineligible player competes. See Student Eligibility below.
4. **Unsportsmanlike Conduct**
 - a. In the event of a fan(s) of a team becoming unruly and abusive toward the other team and/or game officials, the official in charge will warn the head coach and administrators (if present) of the offending school/team. The officials will allow up to five minutes for the coach or administrator to control his/her fans. Should a second offense of misconduct on the part of the team's fans occur during the same game, the official in charge will suspend play and declare the game forfeited by the offending team. If a team forfeits a second game in one season, that team shall be suspended from the sport for the remainder of the season.
 - b. When there is a violation of CSAL or Kansas High School Activities Association (KSHSAA) bylaws or the commonly accepted rules of sportsmanship, the gymnasium supervisor will report the violation to the League Athletic Director.
 - c. A coach who is ejected from a game, for any reason, will also miss the next two games. This suspension will carry over to any post season tournament, if applicable.
 - d. Multiple reports (i.e. two or more unsportsmanlike bench fouls) will result in a minimum one game suspension for the reported coach. The Commissioner will directly notify the coach and principal in cases involving suspensions/expulsions.
 - e. Game officials will report to the League Athletic Director any unsportsmanlike penalty situations. The League Athletic Director will have the duty of investigating these incidences and has the authority to discipline coaches via suspensions and/or expulsions as warranted.
 - f. A serious breach of sportsmanship could result in the coach being banned from the league for a period of one year at the discretion of the Commissioner and the Superintendent.
 - g. Any parent or spectator who is ejected from any CSAL event will not be allowed to attend the next game. Any parent or spectator who is ejected from a second CSAL event will be banned for the rest of the sports season.

III. Eligibility

A. Student Eligibility

1. Membership

- a. All athletes must be a bona fide student in a member school. The only exception to this policy will be for special education students who were enrolled in a Catholic school but could no longer be well served by the existing academic program. These exceptions must have the special approval of the principal of the school and the CSAL Council.
- b. Any student who participates with any organized team outside of school from the first day of CSAL practice to the conclusion of the post-season tournament shall be ineligible for school teams in the same sport.
- c. All athletes must join the team before the first CSAL scheduled game of the regular season. The only exception to this rule would be a student transferring from another school. In case of a transfer, the Athletic Director must be notified to add the student to the team's roster.
- d. With permission from the principal and CSAL Council, home school students who are in good standing in a Catholic Parish, may be allowed to practice with the east or west side cross country team but will enter in competitions as a home school participant.

2. Age requirement

- a. To be eligible for 8th grade competition, a player must not have reached his/her 15th birthday prior to September 1 of the current school year.
- b. To be eligible for 7th grade competition, a player must not have reached his/her 14th birthday prior to September 1 of the current school year.
- c. To be eligible for 6th grade competition, a player must not have reached his/her 13th birthday prior to September 1 of the current school year.
- d. Sixth graders may participate at the 7th and 8th grade level if there is not a 6th grade team at the school.
- e. Seventh graders may participate at the 8th grade level.
- f. Fifth graders may not participate in any CSAL athletic activities.

3. Documentation

- a. A sports physical dated after May 1 of the current school year is required for participation in CSAL sports. A completed physical must be on file in the school office before the student can practice, try out or perform. If a physical is not on file when practice begins, the player can watch practice but, cannot participate.
- b. A completed KSHSAA concussion and head injury form must be in the school office before the student can practice, try out or perform.
- c. A signed CSAL player contract must be in the school office before the student can practice, try out, or perform.
- d. Any student suffering from a serious injury or illness during a school year, whether due to sports or not, shall be prohibited from participation in CSAL activities until a

release for participation is received from the student's physician. The release must be in writing and delivered to the principal or athletic director. The school athletic director will provide the League with a copy of the release.

4. Attendance

- a. Only students who have attended school for at least a half the day will be allowed to practice or participate in contests, games or events. (A school may apply this rule to Friday attendance for Saturday events)
- b. The school principal must approve exceptions to this rule.

5. Academics

- a. Principals will conduct grade checks weekly beginning three weeks after each nine week period begins.
- b. If a student has a cumulative grade of "F" in any subject area at this time, he/she will be ruled ineligible for at least the next week. While ineligible, students will be allowed to participate in practice, but not in games, contests, or meets. They can attend the games, but not be in uniform.
- c. If a student receives a second "F" grade at any time after this first ineligibility period, he/she may be ineligible for the remainder of that sport season.
- d. Each member school has the right to expect students to perform to their highest academic ability, and principals have the option to make students ineligible for not doing so.

6. Behavior

- a. Any student expelled from a member school is no longer enrolled and cannot participate in CSAL activities.
- b. Students who are suspended (whether it is an in or out of school suspension) or for any other reason are out of school for disciplinary problems, will not be allowed to participate in practices, games or contests during the suspension period.
- c. Even though school suspensions may not result, principals may declare students ineligible for not complying with school behavior rules and policies.
- d. A combination of an academic suspension and a behavioral suspension will constitute two period of ineligible status for a student. This will result in that student being ineligible for the remainder of the sports season.

7. Sportsmanship

- a. All athletes are expected to maintain a positive and Christian attitude and sense of decorum throughout their participation. Portraying good sportsmanship at all times is of utmost importance.
- b. Any athlete ejected from a game for unsportsmanlike activity will also be suspended for the next game, contest or event.

8. **Principal Discretion:** The above standards do not preclude the authority of the Principal to limit, suspend, or prohibit students from participation in practice or games for academic or behavioral problems as they deem necessary.

B. Team Eligibility

1. Team Roster

- a. Before the first game of each sport each year, a complete eligibility list and roster of participants will be submitted to the League Commissioner, the Principal, and the Athletic Director. The roster shall consist of the following: name, grade level, name of coach and assistants, and the name of the school's athletic director.
- b. Such eligibility lists shall be verified and signed by a school official other than the coach. Copies will be kept on file throughout the year.

2. Merging of Teams

- a. School Athletic Directors may request a merger of schools for specific teams as the need arises. Approval from the League Commissioner and/or Athletic Director is required for such mergers.
- b. No student may play on another school's team without permission from the League Commissioner and/or Athletic Director.

3. Penalties

- a. Any game in which an ineligible player participates will be forfeited by the team with the ineligible player.
- b. Any school that does not abide by the rules of the CSAL may be penalized by the CSAL Council through suspension of the individuals (players, coach, and/or Athletic director) involved for the remainder of the season, and if applicable, the following season in that sport.
- c. Appeal of any penalty or eligibility issue defined herein may be brought before the Appeals Board in accordance with the procedures outlined in Section II.

IV. Sport Specific Policies

A. All Sports

1. Practices

- a. The CSAL Council will establish a calendar at their spring meeting
- b. No team shall begin practice prior to the established dates.
- c. All teams are to limit practice to 10 hours per week, this include scrimmages, but does not include games played during the season.
- d. No practice shall be longer than two hours in length. Time during the regular legal school day shall not be used for team practice.
- e. No CSAL games or activities are to be held on Sundays. Practices on Sundays are highly discouraged, but allowed if the pastor grants permission. However, any attendance requirements a coach might have regarding playing time will not be held against a player if they miss Sunday practice.
- f. No games or scrimmages are allowed with teams outside the CSAL without permission from the League Commissioner.

2. General

- a. In any sport, a CSAL league game will be considered forfeited if a team cannot be fielded ten minutes after the starting time.
- b. No CSAL team can participate in any tournament or game that is not sponsored by the CSAL.
- c. No CSAL team can participate in any contest outside the state of Kansas.

- d. There will be no pre-season tournaments.
- e. There will be no All-star picks made in CSAL events or sports.
- f. The higher the grade, the greater competitiveness that will be permitted:
 - i. Grade 6: Instructional to semi-competitive
 - ii. Grade 7: Semi-Competitive
 - iii. Grade 8: Competitive
- g. In any sport, if a girl chooses to wear spandex (“spankies”), they must wear modest shorts over them.

B. Cheerleading

- 1. Cheerleaders are held to the same policies as other sports.
- 2. No pyramids or building routines are allowed. Both feet must remain on the ground, except when they jump – no lifts or throws.

C. Cross Country

1. Number of Teams

- a. Any member school can have their own team
- b. There will be one West side Eagle and one East side Crusader Cross country team
- c. Schools must compete with their respective feeder schools and all students from the same school must compete on the same team.

2. Number of Contests and limitations

- a. Each athlete may participate in a maximum of six total meets per season
- b. Sixth graders will run a distance of no more than one mile
- c. Seventh and Eighth graders will run a distance of no more than two miles
- d. Sixth graders must be listed as sixth graders.

D. Football

1. Number of Teams

- a. The Athletic Director will review with the CSAL Council the number of football players in the various league schools. They will then determine the number of teams that could be formed and whether eight- or eleven-man teams can be formed.
- b. The schools that may merge to form football teams will be determined by the school Principal and the CSAL Council by July 1st of each year.

2. Rules

- a. Football will be played according to KSHSAA rules for either eight-man or eleven-man football, except
- b. Extra points after a touchdown will be
 - i. Ball carried or passed into the end zone – one point
 - ii. Ball kicked from placement between the uprights and over the cross bar – two points

3. Number of Contests and Length of Game

- a. No more than seven scheduled League games and one post season game.
- b. Football games shall be four quarter in length, with each quarter being eight minutes long. Halftime will be 15 minutes long.
- c. At regularly scheduled games, if both teams are agreeable, a 5th quarter may be added to even out playing time for all players. No score shall be kept.
- d. Each team is allowed to scrimmage other teams in the CSAL during the season. The time for such a scrimmage will count towards the total practice time allowed in a week.

E. Basketball

1. Divisions

- a. There will be two divisions for Girls: Sacred Heart and Mount Carmel
- b. There will be two divisions for Boys: Notre Dame and Cathedral
- c. Schools with 3 sections per grade can have 3 teams possible per grade, per gender
 - i. They can have no more than two teams in a division
 - ii. In the division where they have two teams, those two teams must be divided equally based on talent.
- d. Schools with 2 sections per grade can have 2 teams per grade, per gender
 - i. If they have one in each division, they can be divided based on talent
 - ii. If both teams are in the same division, they must be divided equally based on talent.
 - iii. If they only have one team they can choose which division to be in based on talent.
- e. Schools with 1 section per grade or merged teams can choose which division to be in based on talent
- f. In 6th grade, any upper division team that has one or fewer wins at the time post-season tournaments are seeded may move down to the lower division.
- g. In 7th and 8th grade, no team may move down to the lower division for the post season tournament.
- h. Teams always have the option to move up to the upper division for the tournament.
- i. If a small school must combine grades to form a basketball team and there are 2 or less players from a particular grade, the school may petition the CSAL board to play at a lower grade. This will only be approved when schools would otherwise not be able to field a competitive team.

2. Rules

- a. Basketball will be played according to KSHSAA rules except
- b. Basketball games shall be played in two 20-minute halves. Half-time will be 5 minutes.
 - i. The clock will run continually except during the last 2 minutes of each half when a team is ahead by fewer than 15 points
- c. Mercy rule
 - i. Grade 6: Once a team is ahead by 15 points there will be no full or half court pressing/traps; when the score drops back to 10 points, teams may press and trap again until the score reaches 15 points ahead
 - ii. Grade 7-8: Once a team is ahead by 20 points there will be no full or half court pressing /traps; when the score drops to 15 points, teams may press and trap again until the score reaches 20 points ahead.

3. Number of Contests

- a. Each team will be scheduled for a maximum of ten regular season league contests.
- b. Each team may participate in one league sponsored post season tournament
- c. Teams may participate in one CSAL approved Christmas Tournament
- d. Each team is allowed to scrimmage other teams in the League during the season. The time for such a scrimmage will count toward the total practice time allowed per week.

4. Floaters

- a. As needed, a limit of 3 players may be designated as a floater. They must be listed on both rosters.
- b. The intent is to float the 3 less athletic players only if needed to avoid forfeit.
- c. A student shall not participate in more than 15 games (7th-8th) or 12 games (6th) in one basketball season, exclusive of tournaments.
- d. No individual shall participate on more than one team in any one sport during the league tournament.

F. Volleyball

1. Divisions – same as basketball above

2. Rules

- a. Volleyball will be played according to KSHSAA rules.
- b. Each regular season and tournament games will consist of the best 2 out of 3 games. All games will be rally scoring

3. Number of Contests

- a. 6th grade: at least five dates and a maximum of 12 matches, excluding tournaments.
- b. 7th and 8th grade: At least five dates and a maximum of 14 League matches, excluding tournaments.
- c. Each team may participate in one league sponsored post season tournament
- d. Each team is allowed to scrimmage other teams in the League during the season. The time for such a scrimmage will count toward the total practice time allowed per week.

4. Floaters

- a. Same as basketball above except
- b. A student shall not participate in more than 15 matches in volleyball in one volleyball season, exclusive of tournament.

G. Track

1. Events

- a. Sixth Grade: Discus, shot put, high jump, long jump, pole vault; 75m hurdles; 75m, 100m, 200m, 400m, and 1600m run; 400m, 800m and medley relays
- b. Seventh and Eighth Grade: Discus, shot put, high jump, long jump, pole vault; 75m hurdles for girls, 100m hurdles for boys; 100m, 200m, 400m dashes; 800m 1600m and 3200m runs; 400m, 800m, and medley relays.
- c. All students shall be limited to three events, including relays, per meet. The coed relay in the final league meet shall not count as one of the three events.
- d. Each team may enter only three participants per individual event and two relay teams per relay event.

2. Number of Contests

- a. The CSAL will host a minimum of four track meets.
- b. Teams will be allowed to participate in no more than six track meets

H. Wrestling

1. Number of Teams

- a. There will be one West side Eagle and one East side Crusader Wrestling country team
- b. Schools must compete with their respective feeder schools and all students from the same school must compete on the same team.

2. Number of Contests and limitations

- a. Each athlete may participate in a maximum of 3 duals and 3 tournaments per season

- b. Wrestlers will be grouped together by size first and age second. All attempts will be made to ensure participants compete against opponents of similar size and age.