

**NEACHE
AOC Document**

Amended dates:

11/28/2023

3/28/2018

02/2016

I. Athletic Oversight Committee (AOC)

Under the direction and oversight of the CHE Board, the AOC will be made up of seven committee members outlined as follows:

1. Athletic Chair (Will always be a CHE Board Member.)
2. Athletic Director Basketball
3. Athletic Director Girls Volleyball
4. Athletic Director Trap
5. Treasurer for CHE Athletics
6. Secretary for CHE Athletics
7. One At-large member (Will be the Fundraisers Chairperson.)

Function of the AOC:

1. All members will serve at least a two year term, with some members serving three years in order to stagger the members coming off the committee to no more than three in any one year.
2. Future AOC members and Athletic Directors will be approved by the CHE Board from a list of volunteers and/or nominees submitted by email.
3. It is PREFERRED that members of the AOC not serve as coaches or assistant coaches.
4. The AOC will meet 4 times per year or as needed.
5. The AOC has the authority to change structure for additional sports as CHE evolves and grows.
6. Each of the seven members will have equal voting power on issues that require a vote as determined by the Athletic Chair. The AOC will function like all other CHE Committees and will be governed by the CHE Board.

Function of the AOC Treasurer and Athletic Funds:

1. AOC Treasurer will be responsible for all receipts and disbursements of athletic funds.
2. AOC Treasurer will work with AD's to ensure payment of all applicable fees related to the AD's area of responsibility with respect to the following:
 - a. Practice gym rental

- b. Game location rental
 - c. Equipment purchases
 - d. Officiating Payment
 - e. Uniform purchases
 - f. Award purchases
 - g. Developmental camp fees
 - h. Reimbursement for concessions
 - i. Entrance fees related to tournaments
 - j. Non-player entrance prices for athletic events
 - k. Any other financial matters related to CHE athletics
3. AOC Treasurer will report directly to the CHE board Treasurer
 4. Receipts must be presented for any reimbursement.
 5. AOC Treasurer, AOC Chair, and CHE Board Treasurer will be the only ones with check signing ability.

Responsibilities of the AOC will include but are not limited to:

1. Writing and maintaining a NEA CHE Statement of Athletic Principles. This Statement will outline the vision, mission, and values of CHE Athletics for all participants.
2. Maintaining a CHE Code of Conduct for participants (Players, Parents, and Coaches). This Code of Conduct will be signed by all participants each year prior to the new athletic season.
3. Addressing all issues and complaints related to CHE Athletics raised by participants who have followed the CHE Athletic Code of Conduct. Issues or complaints arising regarding violation of the Code of Conduct will be considered by the AOC, and if necessary, will go to the CHE Board for resolution.
4. From a list of requested volunteers and nominations, select the head coaches for every CHE Team. The head coach will then select his/her own assistant(s).
5. Determine each age divisions offered as viable based on the numbers participating in consultation with the potential head coaches.
6. Other matters as directed by the CHE Board.

II. General CHE Athletic Policies and Practices:

1. All CHE Athletic Teams will be organized for homeschooled children of CHE members based on a player's age, not grade.

2. The Head Coach of each CHE Team will be the final authority regarding a team's activity at try-outs, games, and practices as long as the CHE Code of Conduct is followed.
3. A player's age eligible division is determined by his/her age on September 1st of the current year. For example, a player who turns 17 on September 2nd on the current year or any date thereafter during the season is still age eligible for 16U.
4. It is CHE Athletics desire to offer 18U, 16U, 14U, 12U, & 10U age divisions with an individual coach for each division for girls' and boys' basketball; and 18U, 16U, & 14U age divisions with an individual coach for each division for girls' volleyball. In the event there are not enough players to field a team for an individual age division and/or there is not a game schedule possible for an individual age division, then the AOC will meet with the potential coaches and create a plan to incorporate the coaches and player.
5. Basketball will be offered for girls and boys ages 8-18. Players must be 8 prior to September 1st of the current year and not older than 18 prior to September 1st of the current year.
6. Volleyball will be offered to girls ages 10-18. Players must be 10 prior to September 1st of the current year and not older than 18 prior to September 1st of the current year.
7. Trap will be offered for girls and boys age 11 and in the 5th grade by September 1st of the tournament year.
8. Age ranges for other sports will be decided upon organization.
9. A try-out session will be held for boys and girls seeking to play up in a level beyond their age eligible division in basketball and volleyball. Attending a try-out session does not guarantee team placement but will be conducted in order to judge the player's overall ability to contribute to the team he/she is seeking to participate on. In the event a player is not placed on an upper level team, he/she still has an age eligible division to compete in.
10. All age divisions will be competitive with the goal to win games/tournament titles in a Christ-like nature and within the guidelines of the Code of Conduct with the exception of the 10U division. The 10U division for girls and boys basketball will be competitive in nature with an emphasis on player development in practices and games.
11. There will be no automatic coaching positions passed on from year to year. Each coach will be evaluated by the AOC each year before they coach the same team for the following year. Coaching evaluation forms will be available to allow parents to give the AOC input.
12. Parents will be encouraged to volunteer or nominate others to coach our various CHE Teams. The AOC has the final say on all coach appointments.

13. Potential volunteer athletic directors/coaches or nominees for athletic director/coach need to have been a member of CHE for at least one year or can be CHE alumni. Knowledge of the sport a volunteer or nominee is being considered for is preferred.
14. Basketball season will officially end with the State Tournament.
15. Volleyball season will officially end with the last scheduled in-season game. (Volleyball currently does not have a State Tournament.)
16. Basketball and Volleyball Nationals Tournament is an optional tournament and the decision for each individual teams to participate will be made by the coaches and parents of that team.
17. An athlete competing on a CHE team may not compete on TEAM USA at a Nationals Tournament in the same age division as his/her team if that team is competing at the Nationals Tournament.
18. Trap season ends with the State Tournament. Nationals and other tournaments are available and will be decided upon by the coaches and parents weather to attend them or not.

III. ATHELETIC DIRECTOR (AD) ROLES AND RESPONSIBILITIES

Each Athletic Director (AD) will be responsible for the following for their respective sports:

1. Suitable Opponents, Game Schedule, selection of tournaments, and gym locations for the Home Games.
2. Frequency and distance of travel for out of town games
3. Referees, officials, etc.
4. Volunteers to work the gate, concessions, clock, set-up and break-down.
5. Manage the financial matters related to their CHE Sport with the oversight of the AOC Treasurer:
 - a. AD will work with their respective coaches to determine financial and equipment needs.
 - b. AD is responsible to discuss purchases with AOC treasurer prior To expenditure.
 - c. Purchases can be made by AD or coaches, or an authorized individual, after prior authorization from AD and AOC treasurer. An authorized individual is any one approved by the respective AD.
 - d. AD's will be responsible for the collection of all fees related to their sport.
 - e. AD's will be responsible to give the AOC treasurer a full accounting of proceeds and expenditures for their sport.
 - f. AD's will be responsible to give to the AOC treasurer all funds collected as soon as possible after collection.

- g. Coaches and AD's are strictly prohibited from expensing personal funds and seeking reimbursements from athletes and/or their families without prior approval from the AOC treasurer.
- 6. Communication with all players, parents, and coaches as related to their specific sport.
- 7. Holding their own parents meeting before the start of the season for their SPORT. The various AD's will be encouraged to work together on game schedules, gym locations, and volunteers in a way that serves the CHE players and parents the best.
- 8. Organize clinics and camps for various CHE Sports.