

General Assembly - CYM Sports



Meeting summary - Wednesday Sep 3, 17:28-19:10



Template: General template

Quick recap

The meeting focused on addressing coaching clearance processes and background check requirements, with discussions about streamlining the approval system and handling pending applications. Administrative procedures were reviewed, including roster lock timelines, policy updates, and communication protocols for various sports programs. The group also discussed upcoming changes to sports programs, including potential shifts in team compositions and the introduction of new athletic offerings, while emphasizing the importance of compliance with safety and eligibility requirements.

The meeting began with six participants at 6:19pm.

Next steps

- Athletic Directors: Ensure rosters are completed by 2:30 PM tomorrow before roster locks
- Donald/Jen: will review after and Friday, September 5th
- Athletic Directors: Notify coaches that if their names are submitted to the office by 2 PM tomorrow for coaching clearance request, forfeits to be issued. Noted that forfeits won't be issued if pending background checks are known
- Athletic Directors: Start processing basketball coaches' background checks now to avoid delays
- Athletic Directors: Connect their compliance coordinators with Jen to expedite background check verification

- Athletic Directors: Reach out to Jen for coaching background check dates if needed with new, or full list
- Compliance coordinators: Can reach out to Jen with dates for background checks
- Donald and Jen: Audit incomplete rosters by Monday after the 2:30 PM roster lock on Friday. Forfeits then assessed
- Donald: Share the document from the Athletic Advisory Committee regarding basketball quarter lengths
- Donald: Discuss with athletic directors about connecting with compliance coordinators for expediting the process
- Athletic Directors: Direct new parents to the guide for new families under the parent tab on the CYM Sports website
- All administrators: Direct coaches and parents to the correct registration website and resources

Summary

Coaching Clearance and Tournament Updates

Donald discussed the backlog of coaching clearances and emails, explaining that forfeits would not be issued for those whose names were already in the system if notified by 2 PM the next day. He mentioned that non-CYM events have moved that do not align with scheduled procedure, complicating the process. Office also plans to ask compliance officers to provide the names of their officers to check access codes for the system.

Streamlining Coach Clearance Process

It was discussed the challenges with coaching clearances, noting that about 40 coaches are still pending approval due to a complex and time-consuming

background check process. They agreed to give leniency to these coaches, as there is no reason to forfeit games due to the delays. Donald mentioned that coaches and parishes can be held liable and that the time-sensitive nature of background checks for coaches needs to happen early.

New Admins and Roster Locks

The meeting introduced new administrators, including Tim as the acting athletic director and president of the Athletic Association at St. John the Beloved, and discussed upcoming roster lock procedures. Donald explained that roster locks would begin at 2:30 the following day, with automatic locks occurring if rosters are incomplete, and noted that Jen would be available on Friday to handle any necessary additions or changes. Donald will be out of office. The group also touched on recent issues, identifying the quality communication with the attending administrators as a key for their community and programs.

Coach Registration and Background Checks

Donald discussed the importance of completing background checks for coaches to avoid potential liabilities and ensure compliance with the safe environments office and Diocese of Wilmington. He explained the registration process for new and returning participants, highlighting the updated websites and the correct login and registration procedures. Donald emphasized the need to direct parents to the correct website (cdowcym.org) for registration and provided a guide for new families to assist with the process. Some parents have attempted to use cymsports.com for registration.

CYM Sports Policy Updates

Donald explained the location and access of diocesan policies on the principal website, noting that some information is outdated but currently serves as the most up-to-date reference for CYM sports. He discussed the provisionals, which is a work in progress and will eventually serve alongside diocesan policies, pending

approval from director, superintendent, vicar general, and bishop. Donald emphasized the importance of following the communication matrix, which outlines the chain of command for addressing issues, and reminded everyone to use this structure to resolve concerns before approaching the CYM office.

CYM Sports Policy Updates

Donald discussed updates to CYM sports policies and rule changes, emphasizing the implementation of a code numbers in Empowering Disciples. He highlighted items, including eligibility restrictions for different sports and age groups, and mentioned ongoing work on universal guidelines for postseason championships and uniform policies. Donald also noted that some coaches might be upset about certain changes, particularly regarding basketball quarters, and encouraged feedback via email at the correct times and settings throughout the year.

Athletic Policies and Compliance Updates

Donald discussed the Athletic Advisory Committee's role in governing policies and holding Athletic Association presidents, coordinators, and coaches accountable. He emphasized the importance of adhering to deadlines and policies, including roster completion and adult-child ratios, noting that some teams may be forced to forfeit if these requirements are not met. Donald also highlighted the need for timely submission of paperwork and schedules, mentioning that volleyball was delayed due to late submissions from some programs. He concluded by outlining the tentative timeline for basketball, including team submission and schedule release dates.

Sports Programs Transition and Planning

Donald mentioned plans to align with Delaware's sports schedule and introduce new programs in 2027 and 2028. They also addressed several administrative issues, such as concussion training for coaches and how the office can access user look-up if we have the names.

The meeting concluded with six participants at about 6:51pm.