

Father Lopez Catholic Athletic Department & Coaches Handbook





Athletic Handbook

2019-2020

Father Lopez Catholic High School
3918 LPGA Blvd.
Daytona Beach, FL, 32124

Phone: (386) 255-6556 / Fax: (386) 252-6101

www.FatherLopez.org
www.LopezAthletics.com

Leadership Team

Senior Administration

Leigh Svajko – Principal
Scott Drabczyk – Assistant Principal for Athletics

Administration

Gordon White – Associate Director of Athletics
Brad Ridenour – Assistant Athletic Director
Melissa Rura – Director of Guidance
Jamie Wade – Director of Admissions

Athletic Department Staff

Taylor Kramer – Head Athletic Trainer
Tony Detente – Transportation & Concessions Coordinator



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INTRODUCTION

School Mission Statement

To pursue excellence in the Catholic tradition.

Vision Statement

Father Lopez Catholic High School is a Christ-centered community of learners. We believe that spiritual formation in the Catholic tradition and academic rigor create a positive culture where all students are free to discover their full human potential through scholarly pursuits, athletics, and service leadership.

Athletic Department Vision Statement

The Father Lopez Catholic Athletic Department strives to provide the absolute best possible extracurricular experience for the 480 students that attend our institution. Through positive coaching, relationship building, detail orientated teamwork, and the dedication to a set of common goals, we strive to be successful on the field, in the classroom, and in our community each and every day.

Philosophy of Athletics

The Father Lopez Catholic Athletic Department strives to create an environment dedicated to the mental, spiritual, and physical development of all athletes. Pride, camaraderie, and respect are integral parts of the athletes growth process. The positive aspects of athletic competition set the foundation for a lifetime of success on and off the field. Green Wave athletes excel in academics and are strong in the Catholic faith; it's these values and perspectives that set us apart from others. The purpose and mission of the Athletic Department at Father Lopez Catholic is to fulfill the school's mission through competition in interscholastic sports – implementing Christian and Catholic principles in our instruction and setting Godly examples. It should be the desire of every coach at FLC to use interscholastic sports as a means of developing champions for Christ.

Our coaches will:

- Build relationships with players and parents (rules without relationships builds contempt).
- Emphasize that student athletes are leaders who must demonstrate strong Christian character.
- Embrace and teach the team concept, understanding that participation is a privilege, not a right.
- Pursue competitive excellence and present teams prepared to play.
- Coach with the primary goal of bringing honor and glory to the Lord Jesus.



It is the goal that the athletes develop positive Christ-like character qualities and express them through their involvement in athletics. Athletics is a microcosm of life. The athletes are confronted with all types of life situations, which can be perfect learning situations for teaching Catholic principles. It is the job of the coaches to model Christ-likeness and properly direct the students in these situations so as to build the high character qualities. Athletics should help foster vital relationships among team members coming from the team concept and direct leadership of the Christian coach. There should be a commitment to excellence in each particular sport. "Do heartily as unto the Lord" (Colossians 3:3).

Athletics is a means to an end, not an end in itself, in that athletics represents an aspect of the educational program, not the main focus of the program. One of the main goals of the athletics program is that the student becomes a well-rounded individual, striving toward his/her God-given potential. The athletic program shall provide well-planned and well-balanced interscholastic activities for as many participants as possible, consistent with available facilities, personnel and financial support. The athletic program shall be planned so as to present a minimal amount of interference with the academic program. The athletic program shall function so as to involve not only the participants, but also the student body and school community. The athletic program shall provide an opportunity for the loyalty of parents and friends of the school to be renewed, strengthened, and united.

Statement of Values

Using the arena of athletics to help accomplish the mission of Father Lopez Catholic High School. We are here to help train up our student-athletes in the way they should go - Proverbs 22:6. This means that we will coach from a biblical perspective and strive to be a true reflection of Jesus Christ to our athletes.

Pursue greatness God's way, through unity, service, and sacrifice.

Promote honesty, integrity, humility, loyalty, unity, and encouraging total character development of our athletes. These traits are non-negotiable in building a team. This will include all our coaches promoting and encouraging the success of all other programs, emphasizing the need to share multi-sport athletes.

Show good sportsmanship, respecting others at all times and under every circumstance. This includes behavior towards coaches, teammates, officials, opposing coaches, opposing players, and fans. Defiance and disrespect are never tolerated in a disciplined program.

Create a winning environment by displaying a positive attitude and providing daily encouragement to those under our leadership. Our student-athletes will respond better when they know we genuinely love and care for them.

Foster a commitment to excellence. Success in athletics is the result of coaches and players going the extra mile. Teams who pay the price in the off-season win championships. We must communicate great expectations, provide great instruction, emphasize great fundamentals, and demand great



effort. Most importantly, according to God's Word, if we want to be great, we must model great servanthood to our teams.

Our Goals

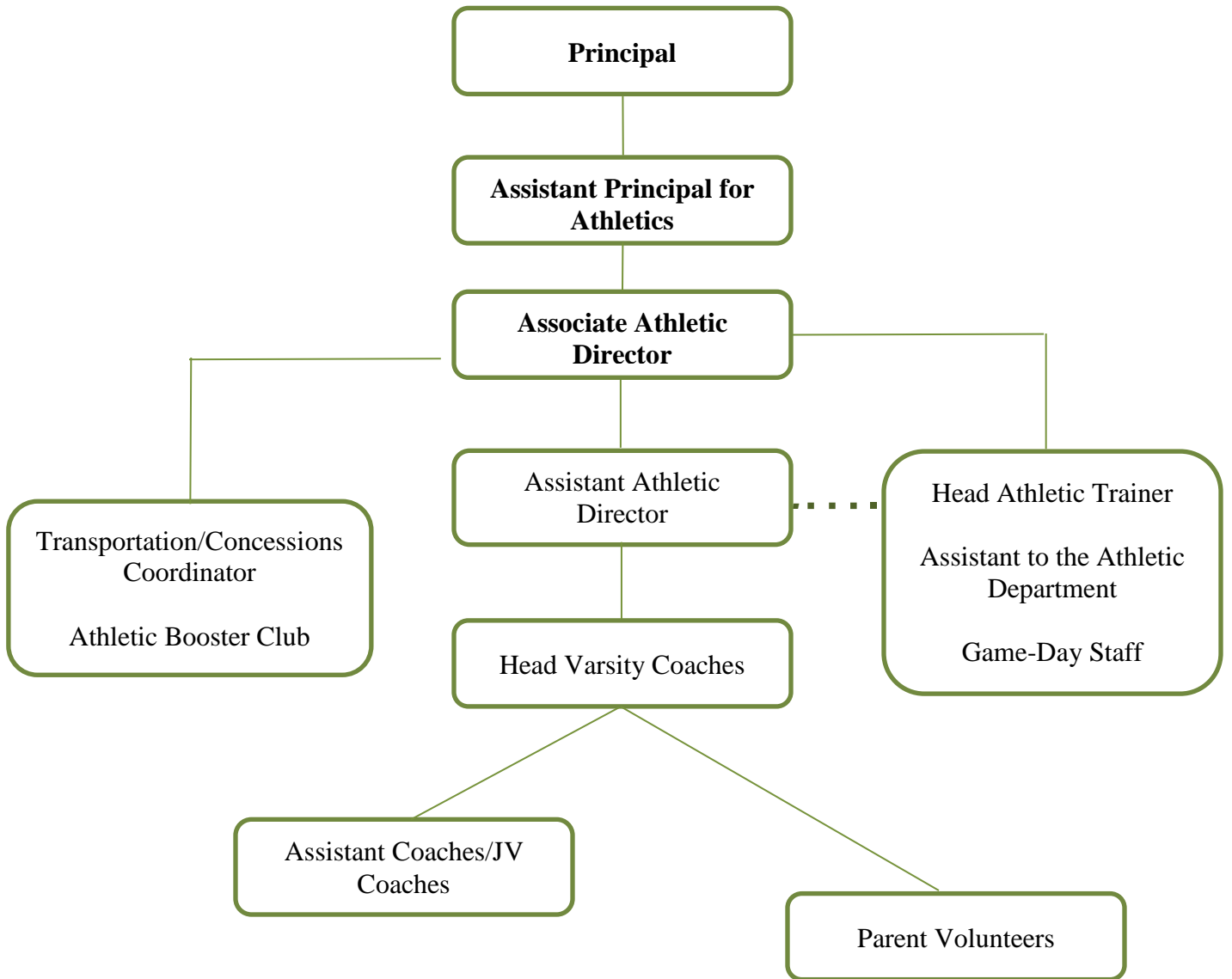
- To honor God and exalt Jesus Christ through athletics.
- To produce disciplined, high level and high achieving championship teams at all levels and in all sports.
- To be ambassadors for Christ and Father Lopez Catholic at home and away.
- To model humility in winning and grace in losing.
- To graduate student-athletes committed to Christianity, prayer, and servant leadership.
- Be an Athletic Department recognized as an ethical leader and a model of excellence in conduct, management, and performance.
- Create an enjoyable and valuable experience for all participants, providing them with the opportunities for meaningful growth combined with the challenge of competing at their highest level.
- Place significance on the setting and achieving of goals.

Sportsmanship

Interscholastic athletics are an integral part of our school's total curriculum and, as such, coaches who are first and foremost teachers, are expected to model good sportsmanship and, in general to promote self-discipline, poise and compliance with the "Rules of the Game." Coaches and student-athletes are expected to exhibit behaviors that are exemplary and exceptional at all times. We must always remember that as we represent FLCHS, we represent more than ourselves, and we represent our school and our community. Coaches in all sports are expected to make a continuing effort to place emphasis on the ideals of good sportsmanship and to instill those values into their sports programs and their athletes.



ATHLETIC DEPARTMENT ORGANIZATIONAL CHART





ATHLETIC DEPARTMENT STRUCTURE

Director of Athletics

The Director of Athletics serves under the direction of, and has a direct reporting relationship with the Principal and President of the school. The Athletic Director oversees the total operations of the athletic department and is supported by one Assistant Athletic Director, Head Athletic Trainer, and the Assistant to the Athletic Department.

Assistant Athletic Director

The Assistant Athletic Director serves under the director of, and has direct reporting relationship to the Director of Athletics. The Assistant Athletic Director oversee the daily operation of all sports, and serves as the department's main facilities manager.

Head Coaches

Varsity head coaches will have a direct reporting relationship with the Athletic Director on all functions of their positions, including program administration, operations, facilities, etc. Varsity head coaches, under the direction of the above outlined structure, will be responsible for the coaches on their coaching staffs, at the varsity, junior varsity, and freshman levels. In an effort "to build championship programs," the Varsity Coaches will work with the Athletic director to recruit, hire, train, and mentor the coaching staff of each sport. Each Varsity Head Coach is responsible to oversee his/her total program. This oversight will include staffing, budget management, media relations, equipment, uniform inventory, etc.



DEPARTMENT JOB DESCRIPTIONS

Administration:

President and/or Principal

- Has final responsibility for Athletic Program.
- Determine athletic policies with assistance of the Athletic Director.
- Determines final approval for all fiscal purchases and planning with the guidance of the Athletic Director.

Assistant Principal for Athletics and/or Associate Athletic Director

- Enforce policies of the FHSAA, Diocese of Orlando and Father Lopez Catholic High School.
- Develop and maintain financial accounts for all sports.
- Establish individual budgets for each sport.
- Recommends to Principal expenditure of funds. *All purchase orders must be approved by the AD or designate and the principal.*
- Approve schedules and prepare all game contracts.
- Check and maintain eligibility records for all participating student-athletes.
- Assist coaches in making arrangements for home contests.
- Approve & schedule travel arrangements made by coaches.
- Schedule and confirm buses for contests with FLCHS Transportation and school-based drivers.
- Coordinate athletic awards (post-season and Hall of Fame) and end of year banquet.
- Establish home Athletic Master Calendar.
- Responsible for control of ticket sales and all athletic department fundraising.
- Scheduling of events in all athletic facilities.
- Keep accurate records of game results, records broken.
- Maintain www.LopezAthletics.com, as well as the athletic department social media outlets.
- Provide complete yearly results report for Athletic Department.
- Maintain record of needed athletic facility reparations.
- Report negligence and inefficiencies of coaches.
- Serve as the primary evaluator for all coaching personnel including head and assistant coaches as well as all other athletic department staff.



- Develop a 5 & 10 year Strategic Plan for the athletic department, with responsibility on seeing such carried out.
- Work with stakeholders to brainstorm, design, fundraise, and implement Capital Improvement Projects within the athletic facility to improve the general structure of the existing plant.
- Interpret Father Lopez Catholic Athletic Department policies.

Assistant Athletic Director

- Assist the AD in all phases of the athletic program.
- Supervise home athletic events at direction of AD.
- Be responsible for money and taking tickets at events if necessary.
- Act as representative of the department when AD is unavailable; make decisions in the best interest of the program.
- Assist with the collection and data input of school physicals and compliance paperwork when the Head Athletic Trainer or Athletic Director is absent.
- Assist with end of the year Athletic Awards banquet.
- Assist with eligibility issues.
- Serves as the Athletic Facility Manager which will monitor repair and upkeep of facilities; keep accurate record of all fixed assets.
- Assist with fund raising activities of Athletic Department.

Coaches:

Head Varsity Coach

- Abide by all Athletic Department regulations and know and understand content of Coaches Handbook.
- Be responsible for entire program: Varsity, Junior Varsity and Freshmen teams. Work with Junior Varsity and Freshmen coaches to ensure continuity.
- Maintain the highest standards of conduct and sportsmanship.
- Plan daily practice & training sessions, game strategies, ect.
- Do not use or allow alcohol, tobacco or profanity.
- Promote and champion good sportsmanship at all times by the program and coaching staff.
- Demand positive sportsmanship by student-athletes and parents at all times and accept nothing less.



- Adhere to all student-athlete eligibility guidelines, as well as FHSAA rules and bylaws.
- Attend a minimum of 3 Athletic Booster Club meetings each year.
- Never leave a team or team members unsupervised, or under the supervision of anyone other than a cleared coach.
- Attend FLCHS coaches meetings, and view FHSAA video rules clinics. Coaches not viewing mandatory FHSAA rules clinics will be fined the amount prescribed by the FHSAA.
- Inform student-athletes of rules and regulations (including awards criteria) before the season.
- A complete and updated roster should be sent to the AD at all times to ensure proper compliance and record keeping. If a student-athlete is added or removed the AD must know that day.
- Must have a parents' meeting before the season (required by the county). A copy of your meeting's agenda and notes must be given to the Athletic Director to keep on file.
- Participate in professional development activities.
- Be sure your facility is ready for home games. Coordinate with the athletic director should you need assistance in game day set up for games.
- Be sure student-athletes look neat and respectful at all times they are representing FLCHS. Shirts are to be tucked in. Do not allow uniforms to be worn at any time except games or on game days. Administration has the final say on dress code issues.
- Head Coaches are solely responsible for matters involving game officials. While no FLCHS coach should engage an official belligerently or disrespectfully, only the Head Coach is permitted to discuss issues with an official.
- All doors and gates must be locked when leaving a facility after practices and games. This includes all exterior stadium gates.
- Supervise area, field, or court until everyone has left. No student, under any circumstance, should be left alone inside or in front of a facility without supervision.
- Varsity game scores must be reported to the Daytona Beach News Journal and the Orlando Sentinel, regardless if the contest is home or away!
- Game scores and highlights should be emailed to the Athletic Director no later than 10:00am the following day so the proper game recap can be uploaded to the athletic website.
- Head coach or a designated assistant is required to email or text the AD the final score of their previous day's contest, including statistics or exemplary performances by Father Lopez Catholic athletes by 9am the following morning.



- Principal or AD must be notified immediately in cases where a student is removed from a team. With exception to extreme circumstances, have 24 hour cooling off period.
- AD must be notified before any roster additions are made. Student-athlete must be cleared physically and academically before he/she is added to a roster.
- Notify the AD, by the next morning, of any ejection of an FLCHS athlete or coach from a game or match.
- Report any serious injury or concern to principal or AD and Athletic Trainer immediately. (This includes late evening or Saturday events!).
- Keep accurate records; submit final season results and broken all-time records to Athletic Director at season's end.
- Must have proper approval and paperwork from the Athletic Director before and purchases can be made.
- Keep accurate records of all players who completed the 9th, JV or varsity season.
- Write obligations for students who fail to return equipment or uniforms. Do not give any awards (including pins or letters) to students who have obligations.
- Complete end of season report and submit at conclusion of season.

Assistant Coach

- Be familiar with responsibilities of the Head Coach and assume them when assigned by the Head Coach or AD.
- Assistant coaches are responsible for duties assigned to them by the Head Coach in day to day operations of the team.
- Assistant coaches are prohibited from arguing or engaging in any confrontation with game officials.
- Maintain the highest standards of conduct and good sportsmanship.
- Emphasize the importance of academic success.
- Know and comply with all FHSAA and Diocese of Orlando rules and regulations.
- Participate in professional development activities.
- Attend meetings as required by the Head Coach, Director of Athletics or Assistant Athletic Director.
- Assist with planning of daily practices and game strategies as requested by the Head Coach.



- Efficiently and effectively complete tasks assigned by the Head Coach.

Non-Faculty Coach

- Following the official hiring by the Director of Athletics, must complete all background screening, safe environment training, and hiring processes before starting in any capacity.
- Same expectations apply as above for Non-Faculty Head Coaches and Non-Faculty Assistant Coaches.

Coaching Evaluations

- Every head coach will be evaluated by the Athletic Director at the conclusion of the season. Arranging this meeting is the first duty of the coach following the last game of the season (prior to collecting uniforms, team parties, etc.) In addition, coaches will complete a mid-season meeting with the Athletic Director to review progress.

Coaching Competencies

Coaches at FLCHS will be evaluated annually using the following guidelines. The evaluation will be completed by the Athletic Director and signed by the principal at the end of the season.

- Ability to build a family friendly team organization – develops opportunities for the teaching of the Catholic faith to students and coaching staff at all levels; looks for opportunities to develop character; build relationships with families in a positive manner; teach/coach in a positive and motivational style.
- Fundamentally sound in sport and within that program – teaches fundamentals of sport to athletes and coaches; keeps informed to new methods through continuing education; prepares schedules; makes provision for necessary equipment; oversees equipment and facility being used; requires athletes to achieve academic standards.
- Promotes program within FLCHS, the community, and at the college level – encourages athletes to participate in all sports at all levels; develops relationships with local media; develops relations with coaches at collegiate level; prepares film and athletes for the recruiting process.



- Works within the structure of the school and Athletic Department and follows guidelines set forth by the Athletic Director and administration – obtains proper approvals for purchases; follows the guidelines of the FHSAA in regards to recruiting; obtains approvals for use of facilities; schedules practices and games with approval of A.D.

Support Staff:

Head Athletic Trainer

- Oversee all functions of the Athletic Training Room.
- Provide initial diagnosis and treatment of all athletic related injuries.
- Provide follow-up treatment and medical referrals.
- Responsible for the Athletic Training staff and Student Trainers.
- Provide taping and other preventive treatments.
- Sets weekly assignment schedule for Athletic Trainer coverage of home and select away events.
- Refer injured athlete to their doctor; serve as liaison between physician and injured athlete, as well as injured athlete and coaching staff.
- Maintain organized record of all student-athlete physicals and FHSAA required paperwork.
- Process all initial injury incident reports (if present) and process all follow up reports (if not present and presented by the coach) resulting from practices and games.
- Communicate with coaches regarding athletic injuries and athlete availability.
- Initiate a student Athletic Trainer program.
- Give basic instruction to staff members in prevention and care of injuries.
- Keep an accurate record of current coaches' CPR certification records on file; will provide the AD a copy of certified coaches at the start of every academic year.
- Store and distribute medical supplies for all sports.
- Ensure front office has continued supply of physical packets.
- Arrange for pre-season physical exams with team doctor.
- Keep an annual record of all athletic injuries as well as maintaining accurate records on all treated students.
- Establish and post office hours.
- Check physicals, risk forms and emergency treatment cards for all athletes. Collect emergency treatment cards from coaches at the end of each season.
- The Athletic Trainer's primary duty will be directed toward the sports of high risk as determined by the trainer



and the Athletic Director.

- The Athletic Trainer is the final authority on whether an injured player may return to a game or practice.
- Teach Care & Prevention Athletic Training classes as determined by the Principal.
- Athletic Trainer Coverage Priority:
 - Varsity Football – Home or Away
 - Varsity Home Athletic Contest
 - Varsity & JV Football Practice
 - Varsity & JV Home Athletic Contest
 - Varsity & JV Home Practice
- Arrange for appropriate coverage when needed.
- Has final say in conjunction with Director and Assistant Director of Athletics, over Athletic Training Room.

Team Doctor

- Conducts and coordinates pre-season physical exams.
- Attends contests when possible and assists when requested by the trainer.
- Advises the trainer on rehabilitation of injured athletes.
- Serves as liaison with other medical professionals and our student-athletes families in the case of a surgical procedure or serious injury.

Assistant to the Athletic Director

- Serve as the primary organizational liaison to the Director of Athletics and the Athletic Department.
- Will oversee the FLC Athletics Sponsorship Program with collection of donor's materials and implementation of design.
- Serve as an admin on duty at assigned games when needed.
- Oversees all of the department awards requests including varsity letters and trophies.
- Assist with Home Campus Compliance entry and reports.



Student-Athlete Guidelines

General Rules

- Display good sportsmanship at all times.
- The use of alcohol, tobacco, illegal drugs or profanity is a violation of school rules and will be dealt with according to school board policies.
- Attend all practices and contests unless excused by the head coach.
- Attend school regularly.
- Present themselves in a positive manner as a representative of FLCHS (dress, mannerisms, language, etc.)

Specific Rules

- Any student who quits a team will not be allowed to play on another team until the end of the season of the team he/she has quit. Exceptions can be made by the Athletic Director or Assistant Athletic Director.
- On days school is in session, a student-athlete must attend school in order to participate that afternoon. If a student-athlete is late to school, they will be issued a detention for that lunch period which must be served before attending any practice or game. Excessive tardies or absences will result in team suspension or possible dismissal.
- A student-athlete suspended from school is automatically suspended from the team.
- A student-athlete assigned detention by a teacher or administrator is required to serve that detention. Detention takes precedence over team practices and games.
- A student who misbehaves at an athletic event or who is ejected from a contest is subject to school disciplinary action.
- Any student ejected from a contest is required to meet with the Athletic Director before he/she is allowed to return to the team. The Athletic Director will schedule the meeting with the student at the earliest possible time during the next school day.
- Students who choose to use profanity during practice or a game are subject to disciplinary action.



Department Attendance Statement:

“Being a part of an ultra-competitive high school team is a huge commitment for a student-athlete and their family. We want to continue to take the next step in making this program one of the best in the State of Florida. To do that, we need 100% buy in from all student-athletes and stakeholders in our program, which is why practices are not optional but a required part of being a Green Wave Athlete. We completely understand unexpected situations arise where a student may have to be away from their team for a day, but in such cases a parent must call the head coach ahead of time to let them know of the circumstance. Multiple or consistent absences may affect the student-athletes place on the roster, starting line-up spot, or varsity letter opportunity.”



Athletic Program Overview

All athletic teams are open to any Father Lopez Catholic High School student who meets the requirements for eligibility. The following sports are offered at FLCHS:

Offerings

<u>Season</u>	<u>Men</u>	<u>Women</u>
<u>Fall</u>	Cross Country Competitive & Sideline Cheerleading Dancing Green Wave Football Golf Swimming	Competitive & Sideline Cheerleading Cross Country Dancing Green Wave Golf Swimming Volleyball
<u>Winter</u>	Basketball Competitive & Sideline Cheerleading. Dancing Green Wave Soccer	Basketball Competitive & Sideline Cheerleading Dancing Green Wave Soccer Weightlifting
<u>Spring</u>	Baseball Lacrosse Tennis Track and Field Weightlifting	Dancing Green Wave Softball Tennis Track and Field

**Team Championships**

<p>BASEBALL</p> <p><u>District Champions</u></p> <p>1971 1992 1997 2005 1979 1993 1998 2012 1983 1994 1999 2013 1986 1996 2000 2014</p> <p><u>Region Champions</u></p> <p>1996 1997 1998</p> <p><u>State Finals (Runner-Up)</u></p> <p>1997 1998</p>	<p>BOYS BASKETBALL</p> <p><u>District Champions</u></p> <p>1964 1971 1986 2003 2012 1967 1972 1987 2007 2013 1968 1973 1991 2008 1969 1976 1999 2010 1970 1984 2002 2011</p> <p><u>Region Champions</u></p> <p>1969 1971 1987 1999</p> <p><u>State Finals (Runner-Up)</u></p> <p>1971</p>	<p>GIRLS BASKETBALL</p> <p><u>District Champions</u></p> <p>1984 2003 2008 2011 2015 1986 2004 2009 2012 2017 2002 2005 2010 2013 2018 2019</p> <p><u>Region Champions</u></p> <p>1986 2004 2005 2013 2017 2018 2019</p> <p><u>State Championship</u></p> <p>2005 2013</p>
<p>BOYS CROSS COUNTRY</p> <p><u>District Champions</u></p> <p>1981 1983 1982 2015</p> <p><u>Region Champions</u></p> <p>2015</p> <p><u>State Champions</u></p> <p>2015</p>	<p>GIRLS CROSS COUNTRY</p> <p><u>District Champions</u></p> <p>1982 1985 1986 1996 2014</p> <p><u>Region Champions</u></p> <p><u>State Finals (Runner-Up)</u></p> <p>1982 1986</p> <p><u>State Champions</u></p> <p>1985</p>	<p>FOOTBALL</p> <p><u>District Champions</u></p> <p>1968 1970 1982 1984 1988 1969 1976 1983 1987 2005</p> <p><u>Region Champions</u></p> <p>1969 1970 1982 1984</p>
<p>BOYS GOLF</p> <p><u>District Champions</u></p> <p><u>Region Champions</u></p>	<p>GIRLS GOLF</p> <p><u>District Champions</u></p> <p>1980 1981 1982 2006</p> <p><u>State Champions</u></p> <p>1981</p>	<p>BOYS LACROSSE</p> <p><u>District Champions</u></p> <p><u>Region Champions</u></p>
<p>BOYS SOCCER</p> <p><u>District Champions</u></p> <p>1989 1993 1999 2006 2014 1992 1998 2004 2009 2015</p> <p><u>Region Champions</u></p>	<p>GIRLS SOCCER</p> <p><u>District Champions</u></p> <p>1998 2000 2004 1999 2001 2005</p> <p><u>Region Champions</u></p>	<p>SOFTBALL</p> <p><u>District Champions</u></p> <p>1995 1997 2001 2005 1996 2000 2004</p> <p><u>Region Champions</u></p> <p>1996</p>



<p>BOYS SWIMMING <u>District Champions</u></p> <p><u>Region Champions</u></p>	<p>GIRLS SWIMMING <u>District Champions</u></p> <p><u>Region Champions</u></p>	<p>BOYS TENNIS <u>District Champions</u></p> <p>1986 1999 2002 2006 2015 1987 2000 2003 2012 1998 2001 2004 2013</p> <p><u>Region Champions</u></p> <p>2000 2001 2002 2006 2015</p>
<p>GIRLS TENNIS <u>District Champions</u></p> <p>1983 1997 2000 2012 1986 1998 2006 2016 1996</p> <p><u>Region Champions</u></p> <p>2000 2006</p>	<p>BOYS TRACK AND FIELD <u>District Champions</u></p> <p>1986 2014 2015</p> <p><u>Region Champions</u></p>	<p>GIRLS TRACK AND FIELD <u>District Champions</u></p> <p>1982 1984 1986 2001 2017 1983 1985 1987 2016 2019</p> <p><u>Region Champions</u></p> <p>1983</p> <p><u>State Finals (Runner-Up)</u></p> <p>1982 1983 1985</p> <p><u>State Champions</u></p> <p>1986 1987</p>
<p>BOYS VOLLEYBALL <u>District Champions</u></p> <p><u>Region Champions</u></p>	<p>GIRLS VOLLEYBALL <u>District Champions</u></p> <p>1984 2012 2013</p> <p><u>Region Champions</u></p>	<p>BOYS WEIGHTLIFTING <u>District Champions</u></p> <p>2016 2018</p> <p><u>Region Champions</u></p> <p>2018</p>
<p>INDIVIDUAL BOYS TRACK STATE CHAMPIONS</p> <p>1980 Pat Twomey Shot Put 1986 Ray Irvan 100 Meter Dash 1995 Thomas Mehegan High Jump 2003 Chris Gerken 400 Meter Dash 2009 Kyle Mowen Shot Put 2009 Kyle Mowen Discus 2014 Allen (AJ) McFarland Discus</p>	<p>INDIVIDUAL GIRLS TRACK STATE CHAMPIONS</p> <p>1984 Nora Price Shot Put 1984 Whitney Staed 880 Yard Run 1985 Whitney Staed 880 Yard Run 1985 Holly Eardley Mile Relay Debbie Moylan Dannica Ross Whitney Staed 1986 Laura Bouchard 2 Mile Run 1986 Dannica Ross 440 Yard Dash 1988 Katherine Heller Discus 2003 Larissa McDonough High Jump 2005 Jessie Barker High Jump</p>	<p>INDIVIDUAL BOYS WEIGHTLIFTING STATE CHAMPIONS</p> <p>1979 Phil Maroney 148 ¾ Division 1980 Tim Fortier 114 ½ Division 1981 Patrick Kelly 123 ½ Division 2019 Ryan Waddell 238 Division</p>

<p align="center">DANCING GREEN WAVE</p>						
<p align="center">Established 1987</p>						
<p align="center"><u>State Champions</u></p>						
1989	1992	1995	1998	2002	2006	2017
1990	1993	1996	1999	2003	2007	
1991	1994	1997	2000	2005		
<p align="center"><u>National Champions (Prop)</u></p>						
1997	2000	2003	2007	2009		
1999	2002	2006	2008	2010		
<p align="center"><u>National Champions (Pom)</u></p>						
2010	2016	2017	2018			
<p align="center"><u>National Champions (Military)</u></p>						
<p>2019</p>						



Processing Athletes

Before Practice

- Before allowing an athlete to participate in any way, the athlete must be present on a cleared student-athlete report from the Athletic Trainer for the appropriate season. Coaches must not allow the student on the field or court until he/she has been cleared by the Athletic Trainer.
- The student must give to the Athletic Trainer the following items before the trainer will clear that student to practice:
 1. Completed **Athletic Physical** that includes:
 - a. Doctor's signature indicating the athlete is physically able to play.
 - b. Doctor's name printed or stamped and his phone number
 - c. Name of athlete's insurance company
 - d. Parent's signature on front page of physical card
 2. Completed EL03 Forms that includes:
 - a. Signatures by the parent/guardian as well as the student athlete on all pages.
- If the student attends FLCHS after attending another high school, the student's guardians must sign a notarized form from the FHSAA regarding recruitment before participating. *See the Athletic Director or Assistant Athletic Director for details.*

Immediately Following Tryouts

- The head coach of each sport will submit to the Athletic Director an alphabetized list of all candidates for that sport. (If a student quits during the course of the year, the Athletic Department must be notified ASAP in order to complete the proper paperwork for compliance).
- Student-athletes who were not enrolled at FLCHS on the first day of school must have a parent complete and return the school's athletic eligibility form. Please notify the Athletic Director immediately if the student attended another school before enrolling in Father Lopez Catholic.
- The Athletic Director or Assistant Athletic Director will check each student for eligibility. The coach will be given a report of all eligible student-athletes. Coaches are not to let any student dress for a contest until the coach sees that name on the list.



Eligibility

Eligibility requirements include, but are not limited to, the following:

- Must legally be a student at FLCHS..
- A student has eligibility up to the age of 19 years old. A student must be 19 years old or younger by the first date of the sport season. If they turn 19 years old they are eligible to finish that sport season in which they are in.
- Students must have a cumulative un-weighted GPA of at least 2.0 from the beginning of their freshman year.
- A student who falls under a 2.0 GPA after their first semester of ninth grade is ineligible for the spring semester. There may be certain exemptions for 10th graders who do not have a cumulative 2.0 but who do have a 2.0 for their previous semester. *See the Athletic Director for clarification.*
- Grades will be checked by the Athletic Director or Assistant Athletic Director at the end of each semester.
- A student who is not eligible at the beginning of the academic year cannot become eligible until the beginning of the second semester.
- A student who transfers from one school to another will be ineligible at the school to which he/she transferred for that sport season.
- Any questions or concerns related to eligibility are to be directed to the AD. No coach is permitted to call the FHSAA.
- Using an ineligible student-athlete will result in forfeiture and a fine by the FHSAA. Any coach who knowingly uses an ineligible student-athlete may be terminated.
- Any player at a contest in uniform is considered to have played in that game. Freshmen, JV and Varsity teams must be separated from each other on game dates.
- Do not use any player until you receive confirmation of eligibility from the Athletic Director and Athletic Trainer.
- All team managers must have physicals on file with the Athletic Trainer and cleared through the athletic office.



Media Relations

It is important to maintain a strong relationship with the local media. Local media provides the players, the team and the school with invaluable publicity which facilitates morale campus-wide.

- Coaches are required to email in their game results to the Daytona Beach News Journal at the conclusion of their contest (win or lose, home or away). Include the athletic director on the email so the daily game recap can be written for LopezAthletics.com the following morning.
- All scores and statistics reported to the media must be accurate. Falsification of information or padding / softening of statistics is not permitted.
- Coaches are required to assist media representatives seeking statistics, photos or interviews with players, provided the request is made with the intention of promoting the player, team or school in a positive light. Should a coach have questions about intent or sincerity, he/she should contact the AD.
- Media requested information in the form of pre-season previews or season recaps should be returned in an expedient manner.
- Please note the following local media contact numbers:

Daytona Beach News Journal: Email: sports@news-jrnl.com

- Chris Boyle: Preps/Colleges/Sports Writer: christopher.boyle@news-jrnl.com
Phone: 407.620.7161
- Zach Dean: Preps Writer: zach.dean@news-jrnl.com
Phone: 386-681-2798



Fiscal Policies

Purchasing

1. The head coach must be able to justify all expenditures. Requests may be declined by the AD or Principal.
2. Never order anything until approval has been secured. It is a coach's responsibility to ensure there are sufficient funds in their team's account to cover the cost of the order.
3. Unapproved purchases will become the personal responsibility of the coach. A request is not considered approved the coach receives a signed, approved purchase order.

Fund Raising

1. All fund raising activities must first be approved by the Director of Advancement and the Director of Athletics. The coach will have control over the account for his/her team with the approval of the AD. Complete the proper paperwork from bookkeeping before and after the event
2. All monies raised must be deposited into the internal accounts of Father Lopez Catholic High School.

Support Groups

- All support groups are under the direct control of the Head Coach and will be monitored by the Athletic Director.
- All monies raised by support groups must be deposited into the internal 'club accounts' of FLCCHS.
- The head coach is responsible for ensuring the support group complies with all school and diocese policies.

Concessions

- All concessions are ran by the Concessions Manager under the direction of the Director of Athletics. No team shall run their own concessions unless prior arrangements and approval have been made.



Scheduling

- In scheduling District teams more than once, the **first** meeting on the schedule counts as the District game, regardless of when it was scheduled or when the schedule was changed.
- All remaining games will be scheduled by the Head Coach with the approval of the Athletic Director.
- The number of games must conform to FHSAA policies.
- All games which require long trips should be considered carefully. Bus trips over an hour in length will not be paid for by the Athletic Department without prior approval.
- All contracts will be written by the Assistant Athletic Director through FHSAA Home Campus.
- If a scheduling change is necessary, approval must be given by the AD and the Head Coach must notify the Athletic Trainer immediately.
- FHSAA State Series expenses are funded by the Athletic Department for out of area participation. Accommodations, transportation and food per diem will be covered by the athletic department. Athletes on the state entry list and coaches will be allotted \$7.00 each for breakfast, \$9.00 each for lunch, \$11.00 each for dinner in a check prior to departure. The Head Coach must return all receipts and remaining change to the bookkeeper's office.

Cancellation of Contests

When it becomes necessary to cancel a contest:

1. Obtain approval from the Athletic Director or Assistant Athletic Director
2. Coach will notify the following:
 - Coach of opposing school
 - Any game day support people (i.e.: scorekeepers, scoreboard operators, announcers).
3. Athletic Director will notify the following:
 - Administrator assigned to cover the game
 - Transportation
 - Officials association
 - Athletic Trainer / team physician (football)
 - Other event staff (i.e ticket takers, ect)
3. Notify the school's main office and have an announcement prepared
4. Reschedule the game with the approval of the Athletic Director.



Travel & Transportation

- The head coach should give bus requests to the Athletic Director at least 10 school days in advance of a contest.
- If transportation by private vehicle is necessary, it is the head coach's responsibility to provide the AD with the request for such a vehicle at least 3 weeks ahead of the scheduled trip to confirm driving privileges and clearances.
- Never transport student-athletes in the back of a pick-up truck.
- It is allowable to have students meet you at the game site. Be sure in this case that the parents know they are responsible for their child's transportation.
- 12+ vans are not permitted to transport students. The following vehicles are allowed:
 - Any passenger car.
 - Station wagons designed to carry 8 or fewer people.
 - Most minivan models post-1994
- Overnight trips are not encouraged. They must be approved by the AD well in advance, be approved by the Principal and the District, and have approval from the FHSSA if out of state.
-The following information regarding overnight trips should be supplied to the AD and clearly communicated to the team and parents:
 - *Day, time and place of departure and return*
 - *Means of transportation*
 - *Names of chaperones*
 - *Headquarters and tentative schedule at destination*
- The Head Coach is responsible for ensuring use of FLCHS approved chaperones.
- Tour buses may be used for out of area trips. See the AD for the complete listing.
- If coaches allow student-athletes to drive to away contests they must make the student-athlete aware that they can only drive themselves.
- If student-athletes wish to ride home from away trips with anyone other than their own parent, the parent must fill out the '**Parent Transportation Permission Slip**' and send to the athletic office no later than 12:00 noon the day of the game.



Facilities

- For some teams it is necessary to use off-campus facilities. It is the responsibility of the coach to arrange for these facilities with the approval of the Athletic Director.
 - Safety and security are the number one priority when utilizing off campus sights. Proper supervision should be provided at all times, and all agreement paperwork should be filled out before utilizing an off campus sight.
- Scheduling use of on-campus facilities by outside organizations should be made with the approval of the Athletic Director. Facility lease agreements and proper insurance coverage must be in place in order for any outside group to rent facilities.
- A coach cannot give permission for anyone or any group to use FLCHS facilities.
- Coaches wishing to schedule practices or conditioning in any on-campus facility should meet with the AD and other affected coaches to avoid scheduling conflicts.
- Due to FHSAA scheduling, there are unavoidable overlaps in seasons. Priority use of facilities is given to the team whose season is concluding. Fall sports have facility priority over winter; winter has priority over spring. Coaches are strongly encouraged to work cooperatively and communicate with each other to alleviate unnecessary conflicts
- Coaches are expected to maintain facilities on a DAILY bases. Make sure that all equipment is stored neatly in the teams assigned storage space and locker room. All teams are expected to take pride in their
- facilities and make sure that the area looks as clean as possible.
- Coaches are expected to scheduling a meeting with the athletic director and principal regarding any large scale improvements to their facility. Improving your facility is strongly encouraged, but we want to make sure that all proper steps are taken to ensure compliance with the county and all state codes.
- Coaches are responsible to make sure that all doors and gates are locked after practices and games

Fieldhouse & Gym / Practice Field / Alumni Stadium

- All gym and weight room usage should be scheduled with the Athletic Department to be placed on the master calendar on Microsoft Outlook.
- Priority always goes to the in season team. Then to the team that has their season next.
- Please put equipment away neatly at the end of each day in the appropriate storage area.



Weight Room Usage

- The weight room is a common-use facility. Each team will have equal access to this facility, with priority given to in-season sports.
- Coaches will schedule the weight room through the athletic department.
- No student is permitted to use the weight room without direct supervision from a FLCHS coach.
- Students must have proper workout attire, consisting of a clean, dry T-shirt, athletic shorts, socks, and athletic shoes (no cleats). Students must remove all jewelry before entering the weight room.
- No food or drinks are permitted at anytime.
- Students are responsible for re-racking and cleaning of weight room after each use.
- Violations of weight room rules or policies may result in a loss of privileges.
- Boys or Girls Weightlifting teams have priority use of the weight room after school during their assigned FHSAA seasons.

Locker Room Assignments

Girls:

Fall: Volleyball (Girls Varsity Locker Room)

Winter: Basketball (Girls Varsity Locker Room)

Soccer (Girls PE Locker Room) **We will reserve 25 lockers on the far wall for the team**

Spring: Softball (Girls Varsity Locker Room)

Boys:

Fall: Football (Boys Varsity Locker Room 'A')

Winter: Soccer (Boys Varsity Locker Room 'A')

Basketball (Boys Varsity Locker Room 'B')

Spring: Lacrosse (Boys Varsity Locker Room 'A')

Baseball (Boys Varsity Locker Room 'B')

When teams are picked, the Assistant Athletic Director will go in with each team and have them pick their lockers. We will make a note of each locker, and have professional locker tags printed for each athlete.



Uniform Guideline

- Our colors are Forest Green / Kelly Green / White / and Black. No other colors should be used in any sort of uniform, pride pack, or piece of equipment.
- We have only three logo's that are to be used: 1) the 'FL' logo (main), 2) the 'Oscar' throwback wave logo, 3) and the 'crest' logo. No other designs or logos should be used for any uniform/pride-pack or any transmission that is sent out.
 - Staying within our brand is expected 100% of the time, and it is not to be changed or updated at the discretion of individual teams.
- Varsity uniforms may be purchased every 3 years. Due to the nature of some sports (i.e football), only fill-ins will be necessary once the uniforms are purchased.
- Hooded sweatshirts (Hoodies) are not to be offered for purchase through pride packs or team stores.
- JV and sub-varsity uniforms will be purchased on an as-needed basis.
- Style changes or fashion do not warrant changes in uniforms if current uniforms are in good condition.
- When varsity and junior varsity uniforms are the same, they can be easily moved up and down, allowing greater flexibility in sizing.
- The funding of new uniforms shall come from the athletic budget. Alternative stet uniforms wanted by a team are to be funded through the team club account.
- It is strongly suggested that each team have some sort of travel jacket to wear during pregame and when we go on the road. The goal is the look ultra-professional when we get on a bus or enter an athletic facility. "D-1 Program on a High School budget".

Dress Code (Coaches)

- Coaches at Father Lopez Catholic are expected to uphold to the highest standard of modesty and professionalism. Business casual is expected for gym sports, and appropriately professional attire is expected for outdoor sports.



- Jeans are not to be worn during games and/or practices at any time.
- Stretch pants/yoga pants are not to be worn during games or contest.

Summer/Off-Season Programs

- All students involved in activities must have completed and approved physical packets on file.
- Outside organizations which rent facilities must have a contract with FLCHS as well as proper insurance. They may not use the school name, uniforms or equipment.
- Do not allow students to be unsupervised. Allowing unsupervised students in a facility will result in that summer program being cancelled.
- Only Father Lopez Catholic students that are fully enrolled may participate in off-season/summer activities with Green Wave teams. Students that are not completed with the enrollment process may not participate or attend summer activities until all paperwork is completed through the Admissions Office.



Awards & Banquets

Varsity Letters

- These are paid for by the Athletic Department.
- In order to receive a varsity letter, a student-athlete must have completed the season in good standing (maintained eligibility).
- Must have attended all games and practices unless excused by the Head Coach.
- Letters are only awarded once per sport. The process is as follows:
 1. First year: varsity letter and sport-specific pin
 2. Second year: certificate and sport specific pin.
 3. Third year: certificate and sport specific pin.
 4. Fourth year: plaque and sport specific pin.
 - Letters may be awarded to student managers at a coach's discretion. Statisticians and scorekeepers who are only in attendance at games are not eligible for letters.
- Junior Varsity student-athletes will not receive letters. They receive certificates only.

Trophies

- The Athletic Department will purchase up to four plaques for each varsity team for their awards banquet. Anything above and beyond that will be paid for out of the sport internal account.
 - Individual Award Plaques are to be as follows:
 - Most Valuable Player
 - Coaches Award
 - Rookie of the Year or Most Improved
 - '4th is coaches choice' (*but cannot be Student-Athlete of the Year, as we recognize those athletes through the varsity letter patches*).
- Awards must be requested for order no later than two weeks prior to the banquet to ensure they are received in time.
- Trophies are not to be awarded to JV players under any circumstances.



Father Lopez Catholic Athletic Award Night *(starting May 2020)*

This ceremony will be in the evening during the spring to honor FLCHS student-athletes that have excelled to earn one of the following awards paid for by the athletic department.

A. Principal's Award

- Each coach will give this award to a member of their varsity team that best exemplifies sportsmanship, dedication, and achievement in their sport.

B. Athlete of the Year Award

- Awarded to one senior male athlete and one senior female athlete.
- Winner should have excelled in his/her sport, demonstrated good sportsmanship, and exhibited strong leadership qualities. Number of sports played should be given legitimate consideration.
- Each coach may nominate one male and one female for this award. Recipients will be voted by the Athletic Department and FLCHS Administration.

C. Scholar-Athlete Award

- Awarded to one senior male athlete and one senior female athlete.
- Must have a minimum un-weighted GPA of 3.5.
- Strong consideration will be given to GPA but a number of factors, including number of sports played, sportsmanship, leadership, etc. will be considered.
- Selection process same as Athlete of the Year.

D. Sportsmanship Award

- Awarded to one senior male athlete and one senior female athlete.
- Must have exhibited superior sportsmanship throughout entire school year in both athletics and community involvement.
- Selection process same as Athlete of the Year.

E. Father Lopez Catholic Hall of Fame

- Is being reinstated in the spring of 2019 for the first induction class since 2001.

Banquets

- End of the season sport banquets are to be coordinated by the head coach of each individual sport.
- The location of the banquet can be wherever the coach choose with AD approval.
 - Must not exceed \$20.00 per person.
 - Fundraising must be completed before hand to pay for all student-athletes.
- **Preferred Locations:**
 - The Shores Resort
 - Contact: Mrs. Michelle Waddell (mwaddell@shoresresort.com)
 - LPGA International
 - On campus in the Multi-Purpose Center



- Confirm with Scott Drabczyk (Asst. Principal) for available dates, times, and needs (tables, A/V, etc).

Title IX Enforcement

Father Lopez Catholic High School has taken all necessary steps to ensure there are no violations of Title IX (gender equity) policies. Should any discrepancy exist in the future, the department will seek to resolve the issue as needed. Actions may include restricting the number of cuts in some sports, etc. All coaches are expected to comply with decisions made in the interest of gender equity.

Please make sure when planning to make improvements to your facility you check with the athletic office and schedule a meeting to discuss the plans with the athletic director and principal. Title IX covers athletics and even athletic facilities, and proper steps should be taken when such projects arise.



Athletic Booster Club

The mission of the FLCHS Booster Club is to provide active support to the on-going sports activities enjoyed by Father Lopez students. The objective is to promote and manage fundraising projects to help defray the cost of athletic and other programs deemed necessary by the school.

This support will include financial and fundraising activities that are needed to provide funding for equipment, support to training and other activities or items that are deemed necessary to help maintain and improve the athletic programs at Father Lopez.

All FLCHS parents are considered members. Alumni and friends who are interested in supporting the athletic programs at Father Lopez Catholic High School are also welcome.

All FLCHS Head Coaches are required to attend a minimum of THREE booster club meetings throughout the year in support of the club as well as give an update on the status of your program.

2019-2020 Meeting Dates

*All Meetings will take place in the O'Neill Family Media Center at 6:00 pm.**

- Tuesday August 20th, 2019 - 6:00pm
- Tuesday September 10th, 2019 - 6:00pm
- Tuesday October 8th, 2019 - 6:00pm
- Tuesday November 12th, 2019 - 6:00pm
- December TBA, 2019 - 6:00pm
- Monday January 13th, 2020 - 6:00pm
- Monday February 10th, 2020 - 6:00pm
- Monday March 9th, 2020 - 6:00pm
- Monday April 13th, 2020 - 6:00pm
- Monday May 11th, 2020 - 6:00pm

2019-2020 Booster Fundraisers

August 2019: 5K Race

October 2019: B-CC Parking

October/November 2019: Christmas Tree Sale

May 2020: Annual Golf Tournament

May 2020: Tortugas Game Outing

All Year: New Lopez Merchandise Team Shop Trailer



Miscellaneous

Game Day Entry

- All sporting events held at FLCHS, or in outside venues that provide seating, will be subjected to a mandatory entrance fee (tickets) with the exception of Tennis & Swimming.
- Promotion nights such as Community Night, Senior Night and Homecoming are subject to normal ticket entry policies. Parents of student-athletes do not receive free admission to these events unless they have been placed on the Pass List by the Athletic Director or have purchased a season ticket. Homecoming representatives are admitted as long as their names appear on a list provided by the coordinator to the Athletic Director.
- Ticket prices for games are printed on each ticket unless an Athletic Department sponsored promotional night is in effect.
 - Varsity Football: \$6.00
 - Other Varsity Sports: \$5.00
 - Post Season/District or Regional Games: \$6.00/\$7.00
- Coaches, ticket takers, or volunteers are not permitted to discount ticket prices for individuals entering a game. An administrator on duty or the AD on duty must be contacted should a situation arise.
- Season Tickets are non-transferable; they are only valid for the individual named on the pass.
- Passes may be revoked without refund for reasons of unsportsmanlike behavior, forgery, or other activities deemed not in the best interest of Father Lopez Catholic High School.
- **All FLC coaches families are permitted free admission to all home events we sponsor. We unfortunately do not have authority to force schools in which we visit to reciprocate the free admission to our families, so if a coach knows their immediate family will be attending a game please let the head coach of your sport know and they will contact the host coaching staff to see if they will put your party on the guest list. It must be expected that families will have to pay unless otherwise noted.**



Compensation

- Coaches may not receive any compensation from sources other than Father Lopez Catholic High School and the Diocese of Orlando while coaching their teams during the season.
- No coach shall receive outside compensation for services offered to students of FLCHS.
- No coach shall promote, at FLCHS, any activity from which he/she is likely to receive compensation other than his/her salary as an employee.
- Coaches will not accept tutoring fees for any athletic-related instruction.

Department Meetings

- There will be up to four (4) regular meetings of the FLCHS coaching staff: August (pre-planning week), November (beginning of winter season), January (beginning of spring season) and May (post-planning).
- All coaches are expected to attend.
- All coaches are to provide the AD with the following contact information: home phone, cell phone, email, work extension, and work location.
- All coaches will be emailed directly following county Athletic Director meetings to update them on the latest information covered.

Student Managers

- Student Managers may be appointed by the Head Coach when necessary
- Care should be taken to select responsible students and assign specific tasks.
- Do not assign duties to students that should be performed by a coach
- Student managers must have emergency treatment cards on file with the coach and Athletic Trainer.

Fines

- Any fine assessed by the FHSAA because of an action of a coach will be paid by that coach, not from the sport's internal account.
- Anytime a student is ejected from a game, that team's internal account will pay the amount of the fine levied by the FHSAA.



Inclement Weather

The following FHSAA Inclement Weather Policy is in effect at FLCHS. Please note carefully how coaches at Father Lopez will deal with inclement weather for outdoor contests. When information regarding inclement weather is available, the Athletic Director will make a decision by 2:00 p.m. concerning cancellation of practices or home contests. The Athletic Director will work in concert with coaches to notify all families via cell phone and email distribution lists. If inclement weather occurs once a practice has begun, the head coach (or his designated lightning monitor) is responsible for following the "30-30" rule, as well as radio/TV warnings, and the lightning

FHSAA Inclement Weather Policy for Outdoor Contests

- The FHSAA Board of Directors has established the following policy in the event of inclement weather which threatens an outdoor contest:
 - If a thunderstorm or electrical storm occurs in the area prior to the start of or during any outdoor contest, the officials must immediately contact the principal or his/her designee of each school involved in the contest to determine if the contest should be played as scheduled, delayed, suspended or postponed. If the principal or his/her designee of only one of the competing schools is available, his/her request must be honored.
 - The safety and welfare of all concerned is of paramount importance. In no case may an official deny a request by a principal or his/her designee to delay, suspend or postpone an outdoor contest due to inclement weather or imply that the contest will be forfeited as a result of such a request.
 - A suspended contest shall be resumed from the point of interruption. Otherwise, National Federation Rules regarding the resumption of suspended contests will apply.



Date: _____

Father Lopez Catholic High School
3918 LPGA Blvd.
Daytona Beach, FL, 32124

Athlete: _____

Sport: _____

Coach: _____

Grade: _____

This letter is to inform you that some/all of your uniform/equipment has not been turned in. The items listed below are still checked out under your name. If the items are not turned in, your school records will be flagged with a financial obligation. You have 5 school days from the receipt of this letter to turn in the equipment. Failure to resolve this matter will result in the loss of privileges: Such as:

- Not being able take part in another sport
- Not being able to take part in the graduation ceremony
- Purchase tickets for Homecoming Dance
- Purchase tickets for Prom

Please see your coach or Coach Drabczyk immediately to take care of this matter.

Sincerely,

Athletic Department

The following items have not been turned in:

<u>Item</u>	<u>Money Owed</u>
_____	_____
_____	_____
_____	_____
_____	_____
TOTAL OWED	_____



FATHER LOPEZ CATHOLIC HIGH SCHOOL - ATHLETIC DEPARTMENT

POST-SEASON PROFESSIONAL & PROGRAM EVALUATION: 2019-2020

NAME: _____ SPORT/S: _____ SEASON: _____

	Superior	Good	Attention Required	Superior	Good	Attention Required	Superior	Good	Attention Required
Appearance <i>(Coaching Staff)</i>				Communication <i>(Athletic Dept. / Parents/Student Ath.)</i>			Financial Responsibility		
Assistant Coaches <i>(Leadership of staff)</i>				Facilities <i>(Improvement/Upgrade)</i>			Fund Raising		
Attendance				Community & Parent Involvement			Promotion of Program <i>(Increasing number/size of program marketing)</i>		
Banquet				Student-Athlete Expectations			Knowledge of Game & Skills		
Bookkeeping <i>(Financial Records)</i>				Results & Stats Reporting			Program Record Keeping		
Coaching Style				Dependability			Season Statistics		
Conditioning <i>(Offseason/ In-season)</i>				Program Discipline			Written Team Rules/ Player Guidelines		





0000071 06/28/16

**Consumer's Certificate of Exemption**DR-14
R. 10/15

Issued Pursuant to Chapter 212, Florida Statutes

85-8012673089C-5	07/01/2016	07/31/2021	501(C)(3) ORGANIZATION
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

FATHER LOPEZ CATHOLIC HIGH SCHOOL INC
3918 LPGA BLVD
DAYTONA BEACH FL 32124-2082

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.

**Important Information for Exempt Organizations**DR-14
R. 10/15

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions regarding your exemption certificate, please contact the Exemption Unit of Account Management at 800-352-3671. From the available options, select "Registration of Taxes," then "Registration Information," and finally "Exemption Certificates and Nonprofit Entities." The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.



**Father Lopez Catholic High School
Athletic Department**

3918 LPGA Blvd. Daytona Beach, FL 32124
Phone: (386) 253-5213 Ext. 313 Fax: (386) 252-6101

PARENT PERMISSION SLIP

If you wish for your child to ride home from an away Father Lopez Catholic High School sporting event with a parent other than yourself, please complete the form below and submit to the school office a day before the date of the event.

Dear Coach/Athletic Director/Principal:

This letter is to inform you that our son/daughter, _____,
has our permission to ride home after the away Father Lopez athletic event to be held on
_____ (date), at _____ (location)
with:

_____ (Parent Name)

_____ (Phone Number)

Respectfully,

_____ (Parent Printed Name)

 _____ (Parent Signature)

_____ (Address)

_____ (Home Phone Number)

_____ (Cell Phone Number)