

GRASSLANDS ATHLETIC ASSOCIATION

CONSTITUTION AND POLICY HANDBOOK

(Revised Oct. 2010)

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**CONSTITUTION
OF THE
GRASSLANDS ATHLETIC ASSOCIATION
(Revised Oct. 2010)**

ARTICLE ONE: NAME

1. The name of this organization shall be the Grasslands Athletic Association or G.A.A.

ARTICLE TWO: PURPOSE

The purpose of this organization shall be:

1. To improve:
 - a) Health:
Participation in physical activity can improve fitness—muscular strength, flexibility, muscular endurance, body composition and cardiovascular endurance—and reduce the risk factors related to heart disease, including obesity and high blood pressure. Regular physical activity increases bone density to create a stronger skeleton. It can be an outlet for releasing tensions and anxieties in the promotion of mental health.
 - b) Active Lifestyle:
Physical activity, over time, is beneficial to personal well-being. Physical education promotes personal responsibility for health and fitness and for students to develop a desire to participate for life.
 - c) Skill Development:
Physical education develops physical skills that allow for enjoyable and successful participation in movement activities. Students perceived competence is a key determinant for future involvement in physical activity.
 - d) Positive Interactions:
Interaction with others is an important aspect of most physical activities. Physical education provides a natural learning environment in which to develop cooperation and fair play skills. For example, students have opportunities to assume leadership,

develop teamwork skills, officiate and take responsibility for their actions while playing.

- e) Self-confidence and Self-esteem:
Physical activity can instill a strong sense of self-worth in students. They can become more confident, assertive and independent.
 - f) Goal Setting:
Physical education provides opportunities for students to practise goal setting as they participate.
 - g) Economic:
Physical activity can improve health, which reduces the cost of health care for individuals and the community.
 - h) Academic Achievement:
Time allocation for physical education programs does not limit academic achievement; in fact, it can contribute to increased achievement levels; i.e., active bodies/active minds.
2. To instill that attitude that the only victor in any competition or sport is he/she who has played fairly and to the fullest of his/her ability.
 3. To promote a code of ethics that encourages a high standard of courtesy, fair play and sportsmanship. All those involved share this responsibility including coaches, athletes, cheerleaders, spectators, administrators, teachers and agents of the board.
 4. To provide for an opportunity for zone and provincial competition without, however, placing in jeopardy the broader aims of sports and physical education in school.
 5. To plan athletic activities in such a way as to cause no great interference with school attendance.
 6. To provide a diversified and coordinated sports program which permits broad participation in a variety of activities.
 7. To provide an opportunity for continued participation in physical fitness programs and sports for those students who are no longer involved in formal physical education programs.

ARTICLE THREE: MEMBERSHIP

- I. Full membership
 1. Full membership in the G.A.A. shall be open to all Division 3/4 Grasslands Public Schools and approved member schools. Membership shall be granted to Grasslands Public Schools and approved member schools who:
 - a.) Comply with the policies and bylaws of the Alberta Schools Athletic Association (A.S.A.A.) and the South Central Zone (S.C.Z).
 - b.) Ensure that the eligibility of its players comply with the rules of the A.S.A.A. and the S.C.Z.
 - i. Grade 5 and 6 students may participate when needed in order to field a team.
 - c.) Pay the required fees of the A.S.A.A., the S.C.Z. and the G.A.A.
 - d.) Register their players/teams when required to do so by the A.S.A.A., the S.C.Z. or the G.A.A.
 2. The Superintendent of the Grasslands Public Schools or his/her designate shall be an ex officio member and will have privileges of full membership.
- II. Associate membership
 1. Associate memberships are open to other schools who:
 - a.) Apply in writing to the secretary of the G.A.A. two weeks prior to the June meeting for inclusion beginning the following year. Schools may make a presentation at the June meeting. Notice of their intent to present should be included in the letter of application.
 - b.) Comply with the policies and bylaws of the A.S.A.A., the S.C.Z., and the G.A.A.
 - c.) Pay required fees
 2. Terms of Associate Membership
 - a.) Associate memberships does not grant any voting privilege.
 - b.) Associate memberships allow schools to participate in all league competitions.
 - c.) Associate membership will be granted to the applying school on the basis of a majority vote by the voting members of the G.A.A. at the June meeting.
 - d.) Associate membership is continuous unless suspended or terminated by a 75% vote of the voting members of the G.A.A.
 - e.) It is the responsibility of the associate member schools to relay relevant information to their school board.
- III. Approved member school
 1. An associate member may move to approved member status by:

- a) Applying in writing to the secretary of the G.A.A. two weeks prior to the June meeting for inclusion beginning the following year. Schools may make a presentation at the June meeting. Notice of their intent to present should be included in the letter of application.
- b) Being an associate member in good standing for a term of the four previous years.
- c) A vote of 75% of the voting members of the G.A.A.

ARTICLE FOUR: G.A.A. COUNCIL

- 1. The G.A.A. Council shall be vested with the legislative powers of the G.A.A.
- 2. The G.A.A. Council shall be composed of at least 1 member from each of the full member schools.
- 3. It shall be the duty of the G.A.A. Council to initiate or recommend to the G.A.A. worthwhile and educational activities within the scope of the G.A.A.
- 4. Voting Power- Each full member school shall receive one vote, from their designated representative. If that voting members is not represented a proxy vote may be used by written authority of the person delegating the vote.
- 5. General meetings shall be held in September, December, March and June. Specific dates will be set by the association at the previous meeting. The following meetings will concern:

September: Orientation for new coaches, P.E. instructors and/or administrators, expectations for the year, volleyball scheduling and clinics, golf and cross country information.

December: Volleyball issues, basketball scheduling and clinics.

March: Basketball issues, badminton scheduling and clinics, track and field scheduling.

June: Badminton and Track and Field issues, general windup of the year’s activities, application of associate memberships application of approved member schools and executive elections.

- 6. The executive shall consist of (1) the President, elected by the members of the G.A.A. Council, and (2) the Secretary-Treasurer, elected by the members of the G.A.A. Council.

ARTICLE FIVE: POWERS OF THE COUNCIL

1. To have charge of the general business of the G.A.A. and the supervision of all committees.
2. To adhere strictly to the Constitution and By-laws and pursue the policies laid down by the regulations passed at the general meetings of the G.A.A., S.C.Z. and the A.S.A.A.
3. To rule on the questions of eligibility within the G.A.A.
4. To rule on situations not specifically covered by the constitution.

ARTICLE SIX: DUTIES OF THE EXECUTIVE

I. President

1. Shall be responsible for the efficient administration of the G.A.A.
2. Shall preside at general meetings of the G.A.A.
3. Shall give active and worthwhile leadership to the group.
4. Shall put his/her signature on the minutes of the General Meeting of the G.A.A. Council
5. Shall be the official representative of the G.A.A.
6. Shall in case of emergency act on behalf of the G.A.A. council and the G.A.A.
7. Shall perform other such duties as are generally associated with the office of president.
8. Shall receive all correspondence directed to the G.A.A. and shall see that such correspondence is brought to the attention of the members.
9. Shall affix one signature to checks along with the Secretary in order to comply with dual signing authority.

II. Secretary Treasurer

1. Shall in consultation with the president, set the agenda; keep an accurate record of the minutes of G.A.A. and other meetings, and forward copies to all member schools and central office.
2. Shall affix his/her signature to the minutes that have been adopted.
3. Shall ensure that there are adequate and correct copies of the constitution and minutes available at all times.
4. Shall receive the money.
5. Shall keep a record of all income and expenditures and prepare a financial statement for the G.A.A.
6. Shall look after and account for all banking duties including affixing one signature to checks along with the President in order to comply with dual signing authority.

7. When required shall receive registration of players from each school for each sporting activity and shall keep accurate and up-to-date records of all such activities pertaining to the sport.
8. Shall provide copies of the G.A.A. Competition Host Guidelines Handbook to any new representative member.
9. Shall update constitution and policy handbook.

ARTICLE SEVEN: AMENDMENTS TO THE CONSTITUTION

1. Amendments to this constitution and its by-laws may only be made by a 75% vote of the G.A.A. full member schools in attendance at a duly constituted meeting.
2. Notice of motion to amend the constitution must be sent to the Secretary Treasurer at least three weeks in advance of the date of the general meeting when these amendments will be considered. The Secretary Treasurer must advise all member schools at least two weeks before the meeting of any proposed amendment.

POLICY FOR GRASSLANDS ATHLETIC ASSOCIATION

I. Code of Ethics

Adults who work with students in interscholastic activities should represent a positive role model for them to emulate. Students who represent a school in interscholastic activities must be credible school citizens.

The G.A.A. recognizes that the school administration is responsible for all athletic programs and the conduct of all school representatives, whatever the level and location of the competition. In recognition of this authority and responsibility, the G.A.A. presents the following general guidelines.

1. All competitions must be conducted with a high standard of courtesy, fair play and sportsmanship. All those involved share a responsibility.
 - A. Coaches: Coaches must demonstrate qualities of courtesy and good sportsmanship. These are evidenced by proper acceptance of officials' judgments, positive encouragement of player performance and bench behavior.
 - B. Athletes: Athletes must demonstrate qualities of courtesy and good sportsmanship by proper acceptance of officials' judgments, and by showing proper respect for opposing athletes as well as for team mates.
 - C. Cheerleaders: Cheerleaders must demonstrate courtesy and good sportsmanship by the appropriateness and timeliness of the cheers they lead, respect for other cheerleaders and athletes, and their attempts at effective crowd control.
 - D. Spectators: Spectators, both student and adult, must demonstrate courtesy and good sportsmanship by positive cheers of encouragement for their team, not against their opponents. This is evidenced by the absence of booing and vulgarities. Spectators must also show proper acceptance of officials' judgments.
 - E. Administrators and Teachers: Administrators and teachers must demonstrate courtesy and good sportsmanship by their positive examples.
2. All players, coaches, supervisors, and officials must avoid the use, consumption or possession of alcohol and drugs while involved with athletic competition. The athletic competition shall commence from time of departure from school or residence and conclude on returning to said school or residence.

3. Supervision:

- A. Every school team must be coached or supervised by a staff member of that school or school jurisdiction or an agent of the Board.
- B. During competition, every school team must be accompanied by a teacher-coach teacher-supervisor or agent of the Board.
- C. Participants who require overnight accommodation must be supervised by a chaperone of the same sex who has been approved by the school jurisdiction.

Administrators, teacher-coaches and advisors must assume responsibility for the implementation of this code. School administrators must be advised of breaches of desirable practices on the part of students or coaches.

Good sportsmanship cannot be legislated; it must be a goal towards which the G.A.A. and its members strive.

4. Discipline

- A. Competitors, coaches and teams guilty of misconduct shall be dealt with immediately by the tournament chairman or league executive having direct responsibility for that competition.
- B. Discipline matters which cannot be dealt with to the satisfaction of all parties involved shall be referred to the G.A.A. Discipline Committee. This committee shall be comprised of the G.A.A. Executive and a designated member of the G.A.A. Council appointed by the G.A.A. President, who cannot be the member involved in the dispute or action.
- C. The commissioner, tournament chairperson or league executive having direct responsibility for a competition shall have the power to suspend a player guilty of misconduct pending action of the G.A.A. Discipline Committee.
- D. The G.A.A. Discipline Committee in dealing with a discipline matter shall hear representation from the school, coaches and officials involved. The G.A.A. Discipline Committee shall have the power to suspend a player or coach from participating in further action.
- E. All decisions made by the G.A.A. Discipline Committee must be reported back to the Superintendent of Grasslands Public Schools.
- F. Any decision of the G.A.A. Discipline Committee that impacts Zone or Provincial competition may be appealed to the Provincial Executive of the A.S.A.A.

II. General

Eligibility, Team Competition and Play Participation

- 1. As in accordance with the A.S.A.A. S.C.Z. and G.A.A. Constitution and By-laws.

2. Junior Level teams are restricted to grade 5 to 8 students. If a team needs grade 9 players, it must apply to the G.A.A. executive for this exemption at the G.A.A meeting prior to the league start.

III. Activities

1. All athletic activities sponsored by the G.A.A. shall be conducted according to the G.A.A. Competition Host Guidelines Handbook.
2. To develop an on-going training program for high school students and other interested people to be trained as volleyball and basketball officials. G.A.A. will help with a portion of the cost as determined by the executive.

IV. Administrative Responsibility

1. Notwithstanding any statement in this constitution, no statement of policy of this organization is intended in any way to infringe upon the responsibilities of the principal.

V. Fees- see attached Appendix I

1. School or team fees will be set by Sept. 15 each year made payable to the Grasslands Athletic Association by Sept. 30 of that year for volleyball and by January 15 of the current year for basketball.
2. Fees will be appended when necessary.
3. Host school pays for referees.
4. Following a no show in any sport, the offending school will be responsible to pay any expenses incurred (e.g. official costs, facility bookings, travel expenses, etc.). In addition, any cancellations or postponements, weather cancellations exempt, will result in booked officials being paid according to their association mandate.
5. The G.A.A. will cover sub costs at the current rates per sub day to allow the G.A.A. executive to attend the Fall and Spring S.C.Z. meetings. The G.A.A. will also provide a transportation allowance to one driver for each S.C.Z. meeting according to the Grasslands Public Schools current mileage rates.
6. Associate members will pay an annual associate member fee. This fee shall be payable by Sept. 15th of the current year.

VI. Honorarium

There shall be an annual \$200.00 honorarium paid to the president and an annual \$200.00 honorarium paid to the secretary-treasurer.

VII. A.S.A.A. and S.C.Z

All coaches and their respective administration should be aware of the policies and guidelines set out by the Alberta Schools' Athletic Association and the South Central Zone. They should then endeavor to follow these guidelines in League and Zone play in an effort to provide uniformity and fairness throughout the process.

VIII. Grasslands Public Schools Policy

All coaches and their respective administration should be aware of the policies and guidelines set out by their respective school divisions that pertain to extra-curricular athletics.

IX. Policy Amendments

1. Amendments to the policies of the G.A.A. may only be made by a majority vote of the G.A.A. member schools in attendance at a duly constituted meeting.
*Attendance requires a quorum of 60% of members
2. Notice of motion to amend policies must be sent to the Secretary-Treasurer of the G.A.A. at least three weeks in advance of the date of the general meeting, when these amendments will be considered. The Secretary-Treasurer must advise all member schools and Board Office at least two weeks before the meeting of any proposed amendment.

Appendix I – Fees

League Fee for Volleyball and Basketball	\$25.00 per team
Associate Member annual membership fee	\$50.00 per member

All fees are payable to the Grasslands Athletic Association and should be forwarded to the secretary-treasurer of the Grasslands Athletic Association. See the fees policy page 10 for due dates.

These fees have been set as of October, 2010. These fees may be appended when necessary.