

OKANAGAN CENTRAL SCHOOLS ATHLETIC ASSOCIATION



COACH'S HANDBOOK 2018-2019

Updated Aug. 2018

Coaches Protocol

To cancel a game: Notify opposing coaches and scheduler ASAP. If more than 24 hours' notice use email; if less than 24 hours phone scheduler and coaches directly.

To cancel a bus: If more than 24 hours use email to contact scheduler. If less than 24 hours phone scheduler (778-214-9440). If less than 3-4 hours phone Transportation Department directly as well (250-258-8945).

To contact bus drivers: If your bus has not shown up within 5-10 minutes of the scheduled time, or you need to contact your driver for other reasons, please call the following numbers:

250-258-8945, or 1-807-465-5867 **Sports- Driver**

To rebook a game: Games cancelled because of errors at the school will not be made up. In unavoidable circumstances contact opposing coaches, with as much notice as possible, to find a day (or two) that works with all teams and gyms. Contact scheduler by email.

Coaches must ride the bus with their teams, to and from competitions, up to grade 10.

To receive a schedule: Contact your school Athletic Director. Schedule is emailed to Athletic Directors and Administrators and will be posted on the website <http://www.sd23.bc.ca/DistrictInfo/athletics/Pages/default.aspx>

To communicate with other coaches in your league make sure to include your email and a home phone number when you register a team at the declaration meeting, and make note of your commissioner.

Coaches who use fields must make sure their fields are lined before the season starts. See your Athletic Director for assistance.

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*** NOTE: DECLARATION FORMS ARE DISCONTINUED.**

**TEAM REGISTRATION WILL TAKE PLACE *ONLY* AT THE
SEASONAL COMMISSION MEETINGS!**

SECTION 1

DIRECTORY

O.C.S.A.A. MISSION STATEMENT

“Our mission is to provide a quality athletic program. A program that enables all students to develop their potential; increase their self esteem; acquire positive attitudes through positive experiences; achieve physical skills, socialization skills and leadership skills in a safe, healthy, enjoyable environment.”

A CODE OF ETHICS FOR THE OKANAGAN CENTRAL SCHOOLS ATHLETIC ASSOCIATION

1. The game is a game for happiness.
2. The rules of the game are to be regarded as mutual agreements, the spirit or letter of which no one should try to evade or break.
3. Visiting teams and spectators are the honoured guests.
4. No advantages, except those of superior skill, are to be sought over others.
5. Officials and opponents are to be regarded and treated as honest in intention.
6. Decisions of Officials, no matter how unfair they may seem, are to be accepted without outward appearance of vexation.
7. To win is always desirable, but to win at any cost defeats the purpose of the game.
8. Losing can be a triumph when the best has been given.
9. The greatest good to the greatest number is the ideal.
10. The Golden Rule in sport is to treat other persons as you, yourself, would like to be treated.

OKANAGAN CENTRAL SCHOOLS ATHLETIC ASSOCIATION **2018 - 2019 EXECUTIVE**

2018-2019 OCSAA Executive			
President	Paul Thiessen	OKM	paul.thiessen@sd23.bc.ca
Vice President	Trevor Taylor	CNB	trevor.taylor@sd23.bc.ca
Athletic Directors' Representative AAA	Arnar Bernhardsson	KSS	arnar.bernhardsson@sd23.bc.ca
Athletic Directors Representative AA	Doug Meraw	GESS	doug.meraw@sd23.bc.ca
Athletic Directors Representative Middle Schools	Garth Dupre	KLO	garth.dupre@sd23.bc.ca
Independent School Representative	John Gareau	Aberdeen Hall	john.gareau@aberdeenhall.com
Administrators' Representative	Jill Voros Russ Bischoff	NGE GESS	jill.voros@sd23/bc/ca russ.bischoff@sd23.bc.ca
Administrative Assistant/Scheduler	Patrick Kennedy		pat.kennedy@sd23.bc.ca
Member at Large	Brian Demug	KNOX	brian.demug@sd23.bc.ca
School Board Liaison	Roli Cacchioni	SBO	Roli.cacchioni@sd23.bc.ca
Board Office Liaison	Vianne Kintzinger	SBO	Vianne.kintzinger@sd23.bc.ca

OTHER:

SD23 TRANSIT:	MYRNA FLAMAN	myrnaflaman@sd23.bc.ca
BASKETBALL ALLOCATOR:	DAVID BIAGI	biagi@shaw.ca
VOLLEYBALL ALLOCATOR:	ROD BELINSKI	belinskigmv@gmail.com

OKANAGAN CENTRAL SCHOOLS ATHLETIC ASSOCIATION

MEMBER SCHOOLS

Elementary Schools: Associate Members

Anne McClymont Elementary (K-6) **TIMBERWOLVES -- Teal**

4489 Lakeshore Road, Kelowna, British Columbia, Canada, V1W 1W9

Phone: 250-870-5133, Fax: 250-870-5070

Principal: Brady Ibbetson

Athletic Director:

Chute Lake Elementary **SHARKS -- Red/Black**

5240 Lark St, Kelowna, British Columbia, Canada, V1W 4K8

Phone: 250-870-5139, Fax: 250-870-5039

Principal: Brenda Kirsch

Athletic Director:

Dorothea Walker Elementary **Cougars**

4346 Gordon Dr, Kelowna, British Columbia, Canada, V1W 1S5

Phone: 250-870-5138, Fax: 250-870-5024

Principal: Susan Bergen

Athletic Director:

Middle Schools

Constable Neil Bruce Middle **CUBS -- Blue / Silver**

2010 Daimler Road, West Kelowna, British Columbia, Canada, V1Z 3X4

Phone: 250-870-5177, Fax: 250-870-5077

Principal: Curtis Schreiber

Athletic Director: Trevor Taylor

Dr. Knox Middle **FALCONS -- Black / Red**

1555 Burtch Road, Kelowna, British Columbia, Canada, V1Y 4A9

Phone: 250-870-5130, Fax: 250-870-5007

Principal: Trent Dolgopel

Athletic Director:

Glenrosa Middle **JAGUARS -- Hunter Green / Gold**

3565 McIver Road, West Kelowna, British Columbia, Canada V4T 1H8

Phone: 250-870-5176, Fax: 250-870-5076

Principal: Scott Parker

Athletic Director: Brent Hayter

KLO Middle **COUGARS -- Navy Blue / Red**

3130 Gordon Drive, Kelowna, British Columbia, Canada, V1W 3M4

Phone: 250-762-2841, Fax: 250-870-5006

Principal: Ashley Ragoonaden

Athletic Director: Garth Dupre

Rutland Middle **VOODOOS -- Royal Blue / Gold**

715 Rutland Road, Kelowna, British Columbia, Canada, V1X 3B6

Phone: 250-870-5109, Fax: 250-870-5009

Principal: Jim Laird

Athletic Director: Rob Aviani

Springvalley Middle**STINGERS -- Royal Blue / Green**

350 Ziprick Road, Kelowna, British Columbia, Canada, V1X 4H3

Phone: 250-870-5111, Fax: 250-870-5011

Principal: Rod Baruta

Athletic Director: Ryan Taylor

Ecole de L'Anse-au-Sable**Scorpions**

675 Lequime Rd, Kelowna, British Columbia, Canada, V1W 1A3

Phone: 250-764-2771, Fax: 250-764-2772

Principal:

Athletic Director:

Secondary Schools**George Elliot Secondary****COYOTES -- Black / Grey**

10241 Bottom Lake Road, Winfield, British Columbia, Canada, V4V 1Y7

Phone: 250-870-5102 Fax 250-870-5002

Principal: Kathy Weninger

Athletic Director: Douglas Meraw

Kelowna Secondary**OWLS -- Gold / Black**

1079 Raymer Avenue, Kelowna, British Columbia, Canada, V1Y 4Z7

Phone: 250-870-5105, Fax: 250-870-5005

Principal: Troy White

Athletic Director: Arnar Bernhardsson

Mount Boucherie Senior**BEARS -- Red / Royal Blue / White**

2751 Cameron Road, West Kelowna, British Columbia, Canada, V1Z 2T6

Phone: 250-870-5101, Fax: 250-870-5001

Principal: Raquel Steen

Athletic Director: Chris Carter

Okanagan Mission Secondary**HUSKIES -- Navy Blue / Gold**

4544 Gordon Drive, Kelowna, British Columbia, Canada, V1W 1T4

Phone: 250-870-5108, Fax: 250-870-5008

Principal: Bruce McKay

Athletic Director: Paul Thiessen

Rutland Senior**VOODOOS -- Navy Blue / Gold**

705 Rutland Road, Kelowna, British Columbia, Canada, V1X 3B6

Phone: 250-870-5110, Fax: 250-870-5010

Principal: Hugh Alexander

Athletic Director: Chris Major

Independent Schools: Associate Members**St. Joseph Elementary School****GUARDIANS -- Royal Blue / White**

839 Sutherland Ave, Kelowna, British Columbia, Canada, V1Y 5X4

Phone: 250-763-3371, Fax 250-763-2740

Principal:

Athletic Director:

Immaculata High School

MUSTANGS -- Green / Navy Blue

1493 KLO Road, Kelowna, British Columbia, Canada, V1W 3N8

Phone: 250-762-2730, Fax 250-861-3028

Principal:

Athletic Director:

Kelowna Christian School

KNIGHTS -- Purple / Gold

3285 Gordon Drive, Kelowna, British Columbia, Canada, V1W 3N4

Phone: 250-861-3238, Fax: 250- 861-5806

Principal:

Athletic Director: Tim Martens

Heritage Christian School

SAINTS -- Teal / Black / Grey

937 Badke Road, Kelowna, British Columbia, Canada, V4P 1B7

Phone: 250-862-2377, Fax: 250-862-4943

Principal:

Athletic Director: Matthew Dorie

Aberdeen Hall Preparatory School

GRIFFINS -- Light Blue/Dark Blue/Orange

950 Academy Way, Kelowna, British Columbia, Canada, V1V 3A4

Phone: 250-491-1270, Fax: 250-491-1289

Principal: Christopher H. Grieve

Athletic Director: John Gareau

AWARDS

AUGIE CIANCONE

The AUGIE CIANCONE Award will be awarded each year in recognition of academic and athletic excellence. One male and one female athlete shall be selected based on recommendations from member schools. Each Athletic Director shall have one vote during the selection process and all voting will be done on an open ballot. Each recipient will receive a \$500.00 bursary as well as the AUGIE CIANCONE Award. Nominations due by first week of February. See page 11 for changes to selection criteria.

FACILITIES

All gymnasiums in School District #23 will only be available for community use after all scheduled School District #23 athletic events are concluded unless approved by the Athletic Director of the school involved.

B.C. SCHOOL SPORTS

B.C. SCHOOL SPORTS IS THE CO-ORDINATING BODY FOR THE TWENTY LOCAL ASSOCIATIONS IN THE PROVINCE SIMILAR TO THE O.V.S.A.A. AND THE EIGHTEEN SPORT COMMISSIONS THAT RUN B.C. CHAMPIONSHIPS. B.C. SCHOOL SPORTS, WHICH IS A MEMBER OF THE CANADIAN FEDERATION OF PROVINCIAL SCHOOL ATHLETIC ASSOCIATIONS, HOLDS IT'S ANNUAL GENERAL MEETING IN MAY WHEN REPRESENTATIVES OF ALL LOCAL ASSOCIATIONS AND SPORT COMMISSIONS ASSEMBLE. CONSULT THE B.C. SCHOOL SPORTS HANDBOOK FOR MORE INFORMATION (AVAILABLE FROM YOUR ATHLETIC DIRECTOR).

B.C. SCHOOL SPORTS
2003A-3713 Kensington Ave
Burnaby, BC V5B 0A7

Phone: 604-477-1488
Fax: 604-477-1484
Email: info@bcschoolsports.ca

SECTION 2

OPERATING POLICIES AND PROCEDURES

ARTICLE A: FINANCIAL SYSTEMS

Part 1: Income

- 1.1 The income shall be in the form of an annual grant from the School District.
- 1.2 A fee will be levied to each member school to cover the expenses of the OCSAA:
 - (a) \$250.00 for each OCSAA member school
- 1.3 The fee is to cover the following OCSAA expenses:
 - (a) Augie Ciancone Award
 - (b) AGM meeting
 - (c) Coaches Recognition Night
 - (d) Executive liability insurance
 - (e) Executive expenses
 - (f) Athletic Director Meetings

Note: OCSAA President to attend BCSS & OVSAA AGMs
- 1.4 Independent School Fees – Each independent school will be charged an equal percentage of the Administrative Assistant's salary depending on the number of schools entered each year.
- 1.5 Cautionary Fee – Each school will be required to submit a cautionary fee of \$250.00 that will be applied to cover fines, of which any unused portion will be used to offset the cost of the Coaches Appreciation Night Banquet.
- 1.6 *All fees must be paid by the date specified by the OCSAA President for a school to be a member in good standing and eligible for OCSAA competition.*

Part 2: Disbursements

- 2.1 The Association shall pay for all teams' trophies and engravings, ribbons, banners and other awards for Okanagan Central Championships, **providing** funds are available and prior approval is given by the Directors.
- 2.2 The Association shall pay reasonable miscellaneous meet and game expenses for Central Zone and OCSAA playoff competition, **providing** funds are available. Expenses which are not approved by the President may be appealed to the Directors by a school or league for consideration of approval.
- 2.3 The Association shall pay an honorarium of \$1000.00 to the President.
- 2.4 The Association will not pay for the cost of referees during OCSAA playoffs. These costs must be shared equally by all participating schools.
- 2.5 The OCSAA will not pay expenses to member schools or commissions for league or zone events except where special application is made to the OCSAA.

- 2.6 The Administrative Assistant's salary shall be \$23,000.00 per year and will be reviewed annually.
Note: 2016/17: \$23,000
2017/18: \$23,460 (2% raise)
2018/19: \$23,930 (2% raise)
- 2.7 The Association shall pay \$1000.00 towards two (2) \$500.00 bursaries for the male and female Augie Ciancone Award recipients.

ARTICLE B: AUDITING OF THE ACCOUNTS

An auditor shall be appointed by the Directors and there shall be presented to the Association annually a duly audited financial statement showing assets and liabilities of the Association and all revenue and expenses made, earned or incurred by the Association during the fiscal year immediately preceding the meeting at which the report is made. The auditor will be asked to audit free of charge.

ARTICLE C: SCHOOL COLOURS AND NICKNAMES

The Directors shall approve the official school colours and nicknames of each member school.

ARTICLE D: MINUTES OF MEETINGS AND RECORDS

Part 1: Minutes Of Proceedings Of General Meetings Of The Association

- 1.1 The minutes of General meetings shall be prepared and kept by the Administrative Assistant, or in his or her absence, by such person acting on his or her behalf as the Chairman of the meeting shall direct.
- 1.2 All minutes of proceedings of the Association meetings shall be kept in the custody of the Administrative Assistant who shall ensure the same are kept in a safe and secure depository.

Part 2: Minutes Of Proceedings Of Directors' Meetings

- 2.1 The minutes of the Directors' meetings shall be prepared and kept by the Administrative Assistant, or in his or her absence, by such other person as the President shall direct.

Part 3: Minutes Of Proceedings Of Commission And Committee Meetings

- 3.1 The Commissioner of each commission and the Chairman of each committee shall be responsible for preparing minutes of proceedings of all meetings of leagues or committees, and shall furnish copies of the same to the Secretary of the Association. The Secretary shall send copies of all commission meeting minutes to the Directors, Athletic Directors and Principals of all member schools, the Director of Secondary Instruction, SD23, OCSAA, Asst. Superintendent in the form of minute attachments at the AGM and on the website.

ARTICLE E: ATHLETIC DIRECTORS

Part 1: The Role Of The Athletic Director

- 1.1 Each Member School shall designate an *administrator or teacher* with an official or unofficial title of Athletic Director.
- (a) In the event that a school does not have a designated teacher with an official title of Athletic Director, an Administrative Officer of that school must be responsible for the general internal and external communication regarding Athletics and the OCSAA.
 - (b) If an Athletic Director is not designated at the Declaration meeting, the school will not be allowed to enter teams in the OCSAA leagues **and will be fined \$50.00.**
- 1.2 Every Athletic Director and Principal shall receive the minutes from all OCSAA meetings.

Part 2: Athletic Director's Responsibilities

- 2.1 The Athletic Director shall be responsible for general internal and external communication regarding athletics.
- 2.2 Athletic Directors' meetings shall take place from time to time as the need arises to:
- (a) Exchange information and ideas of potential use to Athletic Directors
 - (b) Identify problems and concerns to Athletic Directors and discuss methods of solving them
- 2.3 All Athletic Directors are required to attend following Seasonal Confirmation Meetings
- (a) Fall Meeting 2nd Wednesday of the school of the year
 - (b) Winter Meeting 1st Tuesday of November
 - (c) Extended Winter Meeting 3rd Tuesday of January
 - (d) Spring Meeting Tuesday of the 2nd full week of March
 - (e) AGM 1st week of June

ARTICLE F: SPORTS COMMISSIONS

Organized sports carried out under the auspices of the Association shall be organized by leagues, and a league or any member of a team thereof shall only be entitled to participate in the activities of the Association upon the adoption and observation of organization of the leagues, and the rules of competition and practice hereinafter set out.

Part 1: Commissions

OCSAA Sports commissions shall include:

Grade 7 Boys Volleyball	Grade 7 Boys Basketball	Grade 7 Rugby/Field Hockey
Grade 7 Girls Volleyball	Grade 7 Girls Basketball	Football
Grade 8/9 Girls Field Hockey	Grade 8 Boys Basketball	Grade 8 Boys Volleyball
Grade 8 Boys Rugby	Grade 8 Girls Basketball	Grade 8 Girls Volleyball
Senior Girls Rugby	Grade 9 Boys Basketball	Senior Girls Volleyball
Track and Field	Grade 9 Girls Basketball	Senior Boys Volleyball
Senior Girls Field Hockey	Junior Boys Basketball	Grade 9 Girls Volleyball
Junior Girls Field Hockey		
	Junior Girls Basketball	Grade 9 Boys Volleyball

Cross Country Running
Junior Golf
Senior Golf

Senior Boys Basketball
Senior Girls Basketball
Senior Boys Rugby

Junior Girls Volleyball
Junior Boys Volleyball
Junior Boys Rugby

Note: Junior programs include Jr A & Jr B teams

Note: Gr 6 Volleyball & Basketball will be included pending approval by SD23. Format is being worked on. Note: As of 2008 AGM, Soccer is an OCSAA sanctioned sport

Part 2: Introduction Of New Sport Commissions

- 2.1 Introduction of new sport commissions must have the approval of the Board of Directors of OCSAA and OCSAA Executive.
- 2.2 New sport commissions shall be reviewed after a trial period of 1 year and adopted at the next AGM.

Part 3: Deletion Of Existing Sports Commissions

- 3.1 A Notice of Motion must be presented at an OCSAA AGM in order to delete an existing Sports Commission.
- 3.2 If the Motion to drop the commission is approved, the commission may operate for one more season of competition before being discontinued.

Part 4: Declaration Dates And Seasonal Confirmation Meetings

- 4.1 Each school must have their Athletic Director or designate and a representative for each sport commission at each Seasonal Confirmation Meeting. The meetings dates are to be as follows:
 - (a) Fall - 2nd Wednesday of the school of the year
 - (b) Winter - 1st Tuesday of November
 - (c) Extended Winter - 3rd Tuesday of January
 - (d) Spring - Tuesday of the 2nd full week of March
- 4.2 Each team must be represented by a school representative at the Seasonal Confirmation Meeting. Non-attendance will result in a fine of \$50.00
- 4.3 In order for a league to exist in the OCSAA, there must be a playoff structure and commissioner selected by the night of the Confirmation Meeting.
- 4.4 Commencing on the third (3rd) Friday of September, and excluding the Friday before the Thanksgiving weekend, the rotation of play days for Fridays will be set as follows:
 - (a) Junior Boys Volleyball
 - (b) Junior Girls Volleyball
 - (c) Grade 8 Field hockey
 - (d) Grade 8 Rugby
 - (e) Grade 9 Boys Volleyball
 - (f) Grade 9 Girls Volleyball

Option as needed to fulfill schedule

Part 5: Voting At Commission Meetings

The voting members of the organizational meeting of a commission, and at subsequent meetings of the commission that season, shall consist of one (1) designate from each of the member schools entering a team or teams in the league.

Part 6: Sport Commissioner's Responsibilities

- 6.1 It shall be the duty of each Commissioner to ensure that the Constitution, by-laws, and interpretations of the Rules and Regulations, both permanent and temporary, of the Directors are enforced within the Commission, under his or her care. Commission rulings may be appealed to the Directors.
- 6.2 The Sports Commissioner shall provide assistance to the Administrative Assistant in the creation of League Formats for the season.
- 6.3 Meet with all coaches at the seasonal and commission confirmation meeting.
- 6.4 Collect all scores and send out standings (twice during league play).
- 6.5 Each Commissioner shall hold a post-season meeting to discuss problems with the season's plan, to discuss rules and regulations for the sport concerned, and to elect a person to be the Sport Commissioner for the following year. The Sport Commissioner shall inform all commission members of the post-season meeting in writing such that all members receive the notice fourteen (14) days before the meeting.
- 6.6 Following the post-season meeting, the Commissioner shall submit the Commission's Year End Report (on standard form) to the Administrative Assistant. This report will be included in the AGM Booklet.
- 6.7 If no Commissioner is appointed at the meeting, the league will not be scheduled.

Part 7: Pennants

Zone pennants (champion and finalist) will be presented to the two (2) teams that competed in the final match. The winning team receives the championship pennant and the loser receives the finalist pennant. Challenge games do not affect pennant recipients. Pennants may not be awarded to non-member schools.

Note: Proposal being considered to offer a pennant to winning school only upon that school's request for one

ARTICLE G: ALLOCATION OF OFFICIALS

Part 1: Billing Procedure

Within two (2) weeks of the completion of the sport specific season member schools shall receive detailed, itemized accounting statements from the Sport Specific Officials Allocator for the league, tournament, exhibition and play-off play.

ARTICLE H: TEACHERS, SPONSORS AND COACHES

Part 1: Teacher/Sponsor Responsibilities

- 1.1 Coaches: The head coach or sponsor of each team must be approved by the school's Principal. The coach must be present at all games, ride the bus with the team, and either be on the bench or the sideline with their team or the game is forfeited.
- 1.1.1 Outside Coaches: Any non SD #23 coach will need to complete the Criminal Record Check Protocol and Driving Declaration Form See Athletic Director/ SD#23 Human Resources.

- 1.2 For Association league competition, competent officiating must be provided. Coaches or sponsors are expected to maintain control of competition officiated by students. For the OCSAA playoff competition hosted by Association schools, competent officiating must be provided. The following steps should be taken when officials are unsatisfactory or when a dispute arises during a contest:
- (a) Coaches or sponsors should meet with the officials.
 - (b) Coaches and players should be given ample warning before being ejected from a contest. No warning is needed when the action is flagrant.

Part 2: Coaches' Responsibilities

- 2.1 Coaches must attend the seasonal confirmation meeting for their sport.
- 2.2 Coaches and sponsors are to inform players that they have a commitment to continue with the team until the end of the season.
- 2.3 No game is to be started unless a teacher, coach or sponsor from each team is present on the bench or sideline.
- 2.4 Coaches and sponsors are responsible for seeing that a high standard of sportsmanship is carried out by players, spectators and coaching staff.
- 2.5 Under no circumstances shall a teacher/coach recruit a student from another school either directly or through the influence of a third person.
- 2.6 Any incident of misconduct by players, coaches, referees or spectators must be reported to your school Principal, Athletic Director and the OCSAA President within 72 hours.

ARTICLE I: AWARDS AND BURSARIES

Part 1: Augie Ciancone Award And Bursary

- 1.1 Each year the Selection Committee from the member schools shall meet to determine the best male and female athlete registered in Grade 12 in the OCSAA.
- 1.2 The Selection Committee shall consist of:
- (a) Administrative Representative
 - (b) AAA Member School Representative
 - (c) AA Member School Representative
 - (d) A Member School Representative
 - (e) OCSAA Representative
- 1.3 Submissions on the standard written form must now include:
- 1. OCSAA Nomination Form
 - 2. Student/Athlete's grades from senior courses
 - 3. Three letters of recommendation, one from each:
 - Representing their OCSAA senior athletics
 - Representing beyond extra-curricular athletics
 - Representing their leadership/citizenship
- 1.3.1 Submissions must be presented to the OCSAA President one (1) week prior to the selection meeting.

Note: 2016/17 AGM amendment: Schools can submit a 2nd nomination and rank them #1 and #2

- 1.4 Criteria for selection includes the following:
- | | |
|----------------------------------|-----|
| (a) OCSAA Athletics | 55% |
| (b) Extension of OCSAA Athletics | 20% |
| (c) Citizenship | 10% |
| (d) Leadership | 10% |
| (e) Academic | 5% |
- 1.5 Voting will be done using an open ballot system. The Selection Committee shall evaluate to break any ties.
- 1.6 Each finalist will have their name and resume sent to local newspapers for publication.
- 1.7 The recipients will be presented with the Augie Ciancone Award at the annual Kelowna Civic Awards Banquet. The President of the OCSAA is responsible for providing keeper plaques for the recipients from the OCSAA funds.
- 1.8 The recipients will be presented with \$250.00 bursaries at their school Awards ceremonies.
- 1.9 Coaches will be informed of the recipients (informally) at a later date.

SECTION 3

COMPETITIVE POLICIES AND PROCEDURES

ARTICLE A: ELIGIBILITY

The OCSAA is a member of B.C. School Sports and as such adheres to all B.C. School Sports Eligibility Rules. Please refer to the B.C. School Sports Handbook for the most recent policies and procedures.

Part 1: Definitions

Please refer to BCSS Handbook

Part 2: School Team Eligibility

A School Team is defined as any one student or group of students who are representing the school in interschool sport activity, and are supervised by a school district approved coach/sponsor and under the authority of the school administrator.

Note: OCSAA member schools with gr 6 student athletes will be allowed to participate in OCSAA sanctioned sports. An implementation plan is being finalized starting with volleyball and basketball.

Please refer to BCSS Handbook

Part 3: Student Eligibility

BC SCHOOL SPORTS recognizes the right of all students to choose which school they attend and which subjects they study. BC SCHOOL SPORTS, however, is charged with the responsibility of drafting, implementing and enforcing rules on eligibility for those who seek the privilege of participating in interschool competition. The over-riding purpose of these rules is to ensure fair and equitable competition.

Students must meet all of the eligibility requirements of BC SCHOOL SPORTS before being able to participate in any restricted secondary school interschool competition in British Columbia.

Please refer to BCSS Handbook

Note: New addition in 2018

#26 SOGI Student athlete Gender 35.0

Clear language now exists to define what is necessary for a student athlete to complete if gender identity is altered and what application needs to be completed. 35.2, 35.3

BCSS has clear language to follow if an athlete identifies with the opposite gender and what is required to meet the standard. Eligibility application is required for the EO to rule.

Part 4: Appeal Procedures

Ascertaining the eligibility of a student is the responsibility of the school at which the student is registered. The local Athletic Association should be the first level of interpretation in reference to determining eligibility. The BCSS Executive Director may also be referred to if necessary.

In situations not provided for in these Eligibility Policies or where extraordinary circumstances

inhibit a student's opportunity to participate in school athletics, the Eligibility Appeals Committee and the Jury Of Appeal shall be empowered to exercise their authority to waive the eligibility rules to ensure a fair and reasonable decision as per the philosophy of BC SCHOOL SPORTS as stated in the preamble to Part 3.

Please refer to BCSS Handbook

Part 5: OCSAA Specific Eligibility

- 5.1 A student in grade 8, 9 or 10 is eligible for competition for the school which he/she attends. The exception being the formation of junior teams between a middle school and the school he/she would normally attend. Permission of both Principals is required.
- 5.2 A grade 8 player who participates in the fall season of a junior sport (Volleyball) shall not be eligible to participate in the spring grade 8 league of that sport.
- 5.3 A player will be eligible for one (1) year of grade 8 sports with the exception of grade 7 students who were enrolled in the member school and played on the grade 8 team while they were enrolled in grade 7.

Part 6: Player Registration – OCSAA Specific

- 6.1 The dates for player registration are to be postmarked in accordance with BCSS deadlines.
- 6.2 Additions and changes in team registration lists must be submitted with the required information in accordance with BCSS deadlines (*see BCSS website in the fall*).
- 6.3 A student's name must not appear on two (2) team sport registrations at the same time during a season. Team sports for the purpose shall be soccer, fieldhockey, basketball, rugby, volleyball.
- 6.4 If a player's name appears on more than one list, a team may forfeit points for the competition in which the player has participated.
- 6.5 Playing an ineligible player results in a forfeiture of all games played and won by that player or players. Results recorded as 1 – 0 for the other team.

ARTICLE B: RULES AND REGULATIONS

Part 1: School Obligation To Participate

Schools are not committed to play in all sports or enter all divisions of a particular Association League, but where a school has teams competing in sports conducted by the Association, they shall be obligated to play in the Association league of that sport. Where the Association does not offer a specific sport, the Directors may, upon application of a member school, permit participation in a league not under the Association jurisdiction.

NOTE: Addition for 2018:

In cases where a school has a large number of participants and/or not enough coaches, schools have a choice to run "in house play" at their school. The objective should be to enter a team into the Association League. This exception would only apply when a team has an abnormally large number of participants.

Part 2: Organization Of Leagues

- 2.1 The formats for all OCSAA leagues will be determined by the Administrative Assistant after consultation with the current commissioner of the particular sport and the OCSAA executive.
- 2.2 The OCSAA Executive shall have the right to review and change all league and playoff structures.
- 2.3 An association league may be organized in more than one (1) age/division.
- 2.4 Schools are allowed to enter more than one (1) team in any sport.
- 2.5 A school is allowed only one (1) team per league to play up, and only after fielding a team in the age appropriate division, with the exception outlined in 2.6. A team playing up is not allowed to drop back down and compete in the playoffs or finals,
- 2.6 The organization of Gr 9 & Jr basketball and volleyball leagues will allow for Jr "A" and "B" tiers which will include all Gr 9 and 10 players. Teams will choose to enter either the "A" or "B" tier depending on the skill and experience of their players.
- 2.7 Grade 8 Leagues - The grade 8 leagues may be established as follows:
 - (a) Two pools will be set up (North and South)
 - North = GE, RM, HW, DK, HC, KCS, IMM
 - South = GR, MB, KSS, KLO, OKM, COA
 - (b) League and playoffs in your own pool
 - (c) Top eight teams in each pool are in the playoffs
 - (d) N1, N2, S1, S2 advance to a one day playoff (finals)
- 2.8 Grade 8 playdays may be set as follows:
 - (a) Fieldhockey 3 team round robin
 - (b) Rugby 4 team round robin at a site with two pitches
 - (c) Basketball 3 team round robin at one gym
 - (d) Volleyball 4 team round robin at one gym with 2 courts
- 2.9 The OCSAA will provide the opportunity for league play, scheduling, and a championship at the grade 7 level, provided that School District #23 allocates adequate funding.
 - (a) The initial format to be determined by the OCSAA Executive
 - (b) The sports under consideration are volleyball, basketball and track & field

**** NOTE: Regionalization will be considered for league/pool play**

Part 3: Organization Of Schedules And Playoffs

Organization of zone playoffs will be handled by the current Commissioner in accordance with the OCSAA playoffs.

Part 4: Game Rules

- 4.1 All OCSAA league competition and playoffs must be played under the rule of the recognized authority for that sport, unless exceptions have been incorporated in the rules of the league.
- 4.2 All the OCSAA playoffs must be played under the rules of the recognized authority for that sport, unless exceptions have been approved by more than sixty percent (60%) of the members concerned with that sport's commission.
- 4.3 The 3rd place finisher in an OCSAA championship has a right to back door challenge the 2nd place finisher, if they have not already played during the playoffs, in order to advance to a Valley championships. This rule will apply unless it is decided not to at the Declaration Meeting

Part 5: Seasons And Limits Of Play And Practice

- 5.1 The Association wishes to give each sport full rights to carry out its program in its assigned season.
- 5.2 The Association must comply with the B.C. School Sports limits of seasons of play.
- 5.3 In all cases, a student registered with a seasonal sport team which is still participating in Association league schedule or playoffs, OCSAA playoffs, or the B.C. playoffs shall not take part in practices or exhibition games of a sport of the following season, unless there is mutual consent between the two (2) coaches of the sports concerned and it is within the published starting dates.
- 5.4 Participation in the B.C. School Championships which are held outside the OCSAA season limits may be permissible.
- 5.5 Permission must be requested in writing for any out-of-season games, excluding provincial championships. Such requests must be directed to the Association President at least fourteen (14) days prior to the date of the event. Permission may be given in such cases if the game is to be played against a school team visiting Canada or by a member school visiting another country for the purpose of cultural exchange. There is special permission required at the district level for out of province or country travel
- 5.6 Teams failing to request permission are subject to disciplinary action.
- 5.7 The OCSAA does not mandate seasons of practice for any sport. It is recommended, however, that **member schools abide by participation and practice by in season sports to take precedence over all other activities by their athletes and coaches.**

Part 6: Default, Postponements, Forfeitures And Withdrawals

6.1 Cancelling of a game:

- (a) OCSAA league games are to be cancelled or rescheduled only under exceptional circumstances. If you absolutely have to cancel or reschedule a game, the following people must be notified 48 hours prior to the cancellation:
 - (i) Your Athletic Director
 - (ii) Opposing Coach
 - (iii) Opposing Athletic Director
 - (iv) Commissioner for your sport
 - (v) OCSAA President
 - (vi) Referee Allocator
 - (vii) Transportation Office
 - (viii) OCSAA Administrative Assistant
- (b) When a school cancels a game, except in a legitimate emergency, they will now forfeit the game and be imposed a \$50.00 fine per game to the OCSAA. Failure to pay the fine will result in the team not being included in the playoff structure.
- (c) Cancelled games will not be rescheduled.
- (d) There will be a fine of \$100 levied to schools that do not give 24 hours notice of bus cancellations for out of town games.

6.2 Defaulting a game:

- (a) Games should be defaulted only under exceptional circumstances. If a team is forced to default a game, the Principal and Athletic Director of that school and the OCSAA President must be informed prior to notifying the opposing team. The opposing team must be given 48 hours notice if a game is to be defaulted.
- (b) If a team, for reasons beyond its control, cannot play a scheduled game, the opposing team, the Administrative Assistant, and the OCSAA President must be notified as soon as possible.

6.3 Protesting A Game

- (a) In order to be considered, a request for a protest review must be made in writing within two (2) days of the competition. The report must state the reasons for the protest and contain the details involved. Copies must be sent to the Association President, Sports Commissioner, and the opposing school. The Association President should be informed by phone as soon as possible if a protest has been made.

For a protest to be considered, a coach must inform the referee and the opposing team that he/she is protesting the decision at the time of the incident and is thus allowing the game to be completed under protest. Protests brought forward after the end of competition cannot be considered.

- (b) The Executive and Sport Commissioner will rule on any protest. Appeals to a protest ruling will follow the guidelines put forward by the OCSAA.

6.4 Withdrawing A Team

- (a) Withdrawing a team from a league is a very serious matter. A coach or sponsor must discuss this matter with the school Principal and Athletic Director before a decision to withdraw is made. If exceptional circumstances force a

team to withdraw, the OCSAA President must be notified immediately.

- (b) Schools that declare a team and then pull out of the league after the deadline shall be assessed a fine of \$100.00. This fine will double each time a school defaults a team during a school year.

6.5 Out Of Town Games

- (a) There will be a fine of \$100 levied to schools that do not give 24 hours notice of bus cancellations for out of town games.

Part 7: Protests And Appeals

- 7.1
- (a) A protest shall be the term for a formal objection made to the Directors, of an interpretation of the rules of the competition made by one or more game officials, or of some other aspect of the running of a competition, or of some alleged violation of a rule made by another school.
 - (b) For Association competition, a protest shall only be considered if it is made at the time of the incident and directed to the Association President with two (2) days of the competition.
 - (c) Three (3) copies of the written protest, giving details and reasons for the protest shall be sent:
 - (i) One (1) copy to the President of the Association
 - (ii) One (1) copy to the Sport Commissioner
 - (iii) One (1) copy to the other school, addressed to the Principal
- 7.2
- (a) An appeal shall be the term for a formal application to the Directors to establish a review of a decision such as that made by the Directors, the Discipline Committee, a Protest Committee, the President, a Sports Commissioner, etc., or to review a violation of a rule made by their own school.
 - (b) For Association competition, an appeal shall only be considered if it is made within two (2) school days of the date the decision was first announced verbally or in writing to the teacher/coach or sponsor of the team or individual affected; with the exception of appeals.
- 7.3
- (a) Suspensions which may be made at any time.
 - (b) Three (3) copies of the written appeal, co-signed by the Principal of the school involved, giving details and reasons for the appeal shall be sent:
 - (i) One (1) copy to the President of the OCSAA
 - (ii) One (1) copy to the person or head of the group that made the decision

An appeal shall be conducted under the guidelines established by the OCSAA.

ARTICLE C: SPORT COMMISSION – RULES AND REGULATIONS

Coach's Handbook

All coaches and sponsors must have their own copy of the current BCSS Coach's Handbook and be fully knowledgeable of the rules in it, plus the policies of this sport. Copies of the BCSS Coach's Handbook are available from each school's Athletic Director, and on the SD#23 Athletics Webpage.

Part 1: Grade 7 Basketball – Commission Rules and Regulations

Updated August 2018

1.1 Coach's Handbook

All coaches and sponsors must have their own copy of the current Coach's Handbook and be fully knowledgeable of the rules in it, plus the policies of this sport. Copies of the Coach's Handbook are available from each school's Athletic Director or the OCSAA website.

1.2 Grade 7 Philosophy

Emphasis should be placed upon participation, skill development and sportsmanship. All players should receive equal court time. Examples of situations where this might not occur: missing practice, discipline.

1.2 League Formats

1. Teams can enter 1 or more teams
 2. In order for a school to field more than one team, each team must have a minimum of 10 players.
 3. If there are two or more teams entered from a single school, they may compete together or in separate pools (Dependant on league logistics and coaching numbers)
 4. All Leagues will play under basic international rule (FIBA Rules) with their own minor exceptions.
 5. League rules are subject to change as long as all coaches agree prior to the season
 6. The formats for all OCSAA leagues will be determined by the Administrative Assistant after consultation with the current commissioner of the particular sport and the OCSAA executive.
-

Part 2: Grade 7 Basketball – Commission Rules and Regulations

2.0 Coach's Handbook

All coaches and sponsors must have their own copy of the current Coach's Handbook and be fully knowledgeable of the rules in it, plus the policies of this sport. Copies of the OCSAA Coach's Handbook are available from each school's Athletic Director or the OCSAA website.

2.1 Grade 7 Philosophy

Emphasis should be placed upon participation, skill development and sportsmanship. All players should receive equal court time. Examples of situations where this might not occur: missing practice, discipline. In keeping with OCSAA philosophy, no player shall be cut.

2.2 League Format

1. Each Host School should ensure:
 - a. Referees are present
 - i. If a school chooses to use certified referees, the costs will be divided equally amongst all teams in the league.
 - b. Volunteers are present to keep score and run score clock
2. The games will consist of 32 minutes of stopped time divided into 8 quarters of 4 minutes each. At each 4-minute break substitutes will enter the game. Half time will be 5 minutes. Each team will be allowed one timeout in the first half of the game and 2 timeouts in the second half.
3. There is an 8-minute warm-up between games 1 and 2.
4. That the games be played under the "fair play" rule, even in the fourth quarter.
5. Rule Exceptions:
 - a. No Zone Defenses

- b. No Full-Court Presses
 - c. No Foul Shots (1 pt. and possession)
6. No free throws in the league. If a player is fouled in the act of shooting, the offensive team gets a point and possession of the ball on the end line.
 7. No pressing.
 8. Each coach is responsible for keeping track of his or her team's wins and losses to report to the Commissioner or Tournament Coordinator by the last date of league play.
 9. There will be regional divisions of the league to cut down on travel time.
 10. A tournament will be organized the first weekend after the last week of scheduled league play. Participation is optional.
 11. It is recommended that hosting schools with more than one team, host back to back games in order to maximize ref costs and volunteer availability.
 12. If needed, modifications will be made to the games during the first 2 weeks of league play:
 - a. 2 simultaneous cross-court games will be played. Each team will play 2, 40 minute, running time games.
 - b. The games will be set up between 2 regional schools. Recommended games:

CNB vs GMS

Knox vs KLO

STJ vs KCS

HC vs Aberdeen

RMS vs SMS

c. For the final 3 weeks of league play, and the tournament, games will be full court, regular stop time games.

PART 3: Grade 8 Girls and Boys Basketball

Commission Rules and Regulations

3.0 Coaches Handbook

All coaches and sponsors must have their own copy of the current BCSS Coach's Handbook and be fully knowledgeable of the rules in it, plus the policies of this sport. Copies of the BCSS Coach's Handbooks are available from each school's Athletic Director, and on the SD#23 Athletic Webpage.

3.1 Grade 8 Philosophy

Emphasis should be placed upon participation, skill development and sportsmanship. It is required that players receive equal court time in each game (including exhibition and tournaments within OCSAA boundaries).

In keeping with OCSAA philosophy, no player shall be cut and instead encouraged to participate and improve. Where excessive numbers dictate:

- A) Form more than one team
- B) Partition teams into two equal groups-alternate weeks of play
- C) Create intramural-exhibition play to increase game play under these circumstances

3.2 Registration

1) All Grade 8's must be registered with BCSS

2) Registering teams:

- a) Schools have the choice to register one or more teams into the league.
- b) Schools that register one team can take all athletes to each game and rotate athletes onto the court to receive equal court time in each game. Or

schools that register one team can divide teams into two equal ability teams and alternatively rotate them to each game. Players can not cross over onto another team. This is also in affect for exhibition and playoffs. Coaches must keep records of rotations for each game

c) School with two or three registered teams must designate the players to a certain team. There will be no exchanging of players between teams. Team lists must be submitted to the Commissioner by the end of the second week of league play. This will be the roster for the remainder of the season including playoffs.

3) In order for a school to field two or more teams, each team must have a minimum of 10 players.

3.3 League Format

1. League games will start in 3rd week of November
2. At each host school, there will be a girl's game, usually followed by a boy's game (dependent on scheduling: # of teams etc)
3. Leagues standings will be kept by the league commissioner. It is the responsibility of the host coach to email the scores to the league commissioner within 24 hours.
4. The league commissioner will provide an updated standing on a weekly basis.
5. The pools for the season will be organized to manage transportation issues (depending on the number of teams- as example):

NORTH – DRK, RMS, SMS, GESS, KCS

SOUTH – OKM, KLO, GMS, CNB, IMM, AH

Example of League Dates

Oct 31- Nov 4 October Practices/Organization of teams/Declaration Meeting

Nov 7-11 Practices

Nov 14-18 Week 1 of league

Nov 21-25 Week 2 of league

Nov 28-Dec 2 Week 3 of league (First week of BCSS winter season)

Dec 5- 9 Week 4 of league

Dec 12-16 Week 5 of league

Jan 3- 6 Week 6 of league

Jan 9-13 Week 7 of league

Jan 16-20 Week 8 of league

Jan 23-28 Play off week of league

3.4 General Regulations

1. Two officials will be assigned by the KBOA. The league will follow FIBA rules.
2. Responsibilities of home (host) school:
 - a. Provide a #6 size game ball
 - b. Provide a scorer and timer as well as a possession arrow
3. Game length and structure:
 - a. Eight 4 minute quarters, stopped time. At the end of shifts 2, 4, 6 there will be a one minute break. At the end of 1, 3, 5, and 7 teams will quickly substitute the next five players. Coaches are required to keep records of each game substitution rotations for the season. If coaches are challenged and do not follow the "equal play time rule", their team may forfeit their game(s). (Refer to Appeal Procedures)
 - b. Five minute half time
 - c. Coaches should have rosters available prior to game time
4. No 24 second shot clock

5. Two time outs in first half and three time outs in second half.
6. Each team will travel with a set of warm up balls
7. Defenses:
 - a. Zone defenses are **NOT** permitted – only man to man defense
 - b. Full court Man to Man Rule: Each team may press at any time during the game. However, if a team is leading by more than 15 points, they must take off the press.
8. Overtime – 3 minutes

3.5 Playoffs

1. Equal playing time and fair play rules apply
2. All teams will be eligible for the zone playoffs.
 - a. If there is a tie in pool standings the following procedures will be used to break the tie:
 - i. If two or more teams are tied, the team who defeated the other teams in league pool play advances. If deciding between the two pools, then records for games won vs. games lost in pool play will be used.
 - ii. If a tie remains after this, points for and against the tied teams shall be used to place teams.
 - iii. If a tie remains after this, a coin shall be used. This will be the league commissioner's responsibility.
 - iv. Note: If teams do not play the same number of league games within their pool, the teams' winning percentages will be used to place the teams.
2. Same regulations/format as the regular season
3. Host schools will provide score keepers.
4. At the discretion of the league commissioner, Round 1 and Round 2 of playoffs will occur during the week during regular days of play. The Round 1 playoff format will be discussed and finalized during the Declaration Meeting between the League Commissioner and the other coaches.
 - a. Round 1 – Every team plays on basis of single elimination
 - i. Crossover play (East/West) ie. #1 West plays #5 East
 - b. Round 2 – Single elimination – 8 teams (quarter finals)
 - c. Round 3 – Top 4 teams will play on the first Saturday following the finish of Round 2.

Semi-finals, Finals, and Consolation Game

- i. Potential host schools will be top seeds/team in the pool. Note: depends availability → commissioner will discuss two weeks in advance on availability for playoffs; First two options is 1# West or 1#East
- ii. Saturday games (Top 4 teams) Game #1 2 vs. 3 10:30am
 Game #2 1 vs. 4 12:00 pm
 Game #3 Consolation (3rd/4th) 6:00 pm
 Game #4 Finals (1st/2nd) 7:30 pm

Part 4: Grade 9 Basketball – Commission Rules and Regulations

4.0 Coaches Handbook

All coaches and sponsors must have their own copy of the current Coach's Handbook and be fully knowledgeable of the rules in it, plus the policies of this sport. Copies of the Coach's Handbook are available from each school's Athletic Director or the OCSAA website.

4.1 Grade 9 Philosophy

Emphasis should be placed upon participation, skill development and sportsmanship.

4.2 Registration

All Grade 9's must be registered with BCSS

4.3 League Format

1. The league will consist of a single round robin format with each team hosting and traveling as equally as possible.
2. Whenever possible, at each host school, there will be a girl's game, followed by a boy's game.
3. League standings will be kept by the league commissioner. It is the responsibility of the winning coach to email the scores to the league commissioner within 24 hours.
4. The league commissioner will provide an updated standing on a weekly basis.
5. Two officials will be assigned by the KBOA.
6. Games will consist of 4x 8 minute quarters, stop time, with a 5-minute half time. 3-minute overtime if necessary
7. Responsibilities of host school:
 - a. Provide a #6 size game ball for girl games and a #7 size game ball for boy's games
 - b. Provide a scorer and timer as well as a possession arrow
 - c. Provide a shot clock and a clock operator
8. Rule exceptions:
 - a. 24 second shot clock for girls. 30 seconds for boys
 - b. No zone defenses
 - c. Pressing is allowed
 - i. If zone press, only to 3-point line, then must play man to man\
 - ii. If team is leading by more than 15 points, the press must be removed.
 - d. Coaches should have rosters available prior to game time
 - e. Each team will travel with a set of warm up balls.

4.4 Playoffs

1. Playoff format be determined by the league commissioner and other coaches at the Declaration Meeting the format of playoffs. It is suggested the top 8 teams make playoffs (but this is dependent on the number of teams in the league).
 - a. If there is a tie in pool standings the following procedures will be used to break the tie:
 - i. If two or more teams are tied, the team who defeated the other teams in league play advances.
 - ii. If a tie remains after this, points for and against the tied teams shall be used to place teams.
 - iii. If a tie remains, a coin toss shall be used. This will be the league commissioner's responsibility.
 - iv. Note: If teams do not play the same number of league games, the teams' winning percentages will be used to place the teams.
2. Playoff format to be announced near end of regular season. Games will be played over 3 nights during the same week

Part 5 Junior Basketball (Boys & Girls)

Commission Rules and Regulations

5.0 Junior Basketball Philosophy

To provide junior level athletes with the opportunity to be exposed to team systems and tactics in a competitive environment.

5.1 League Format

- (a) There will be a Jr A division for boys & girls (more competitive play-leads to OVSAA playoffs) and a Jr B league for boys & girls (more recreational-leads to OCSAA playoffs only).
- (b) The league will consist of a single round robin format with each team hosting and traveling as equally as possible.
- (c) League standings will be kept by the league commissioner. It is the responsibility of both teams to email in the scores to the commissioner the day after the game.

5.2 Registration

- (a) All teams must be registered with BC School Sports,
- (b) Schools with 1 or more teams must designate the players to a particular team. There shall be no exchanging of players between the teams. Team lists may be requested by the commissioner.

5.3 Playoff Format-Junior A

- (a) Top eight teams from the league will qualify for playoffs:

1ST ROUND To take place the 1st Tuesday in February

1 st vs	8 th	and	4 th	vs	5 th	@ #1
2 nd vs	7 th	and	3 rd	vs	6 th	@ #2

Remainder of games will be played at the home of number one between the four winners on the Wednesday and Thursday of the same week.

- (b) Backdoor challenges may occur if the 3rd place team has not been beaten in the playoffs by the 2nd place team from playoffs. If a challenge game is necessary it will be played on the Friday of the same week.

- (c) If there is a tie in the League standings, the following procedure will be used to break the tie:

- (i) If two or more teams are tied the team who defeated the other team(s) will advance
- (ii) If a tie remains, then points for and against between tied teams will be used
- (iii) If a tie remains, then points for and against between all teams shall be used
- (iv) If a tie remains, then a coin toss shall be used

- (d) All playoff games will be 8 min. quarters, 5 min. half time and 3 min. overtime periods. Four timeouts per game with one per overtime period.

- (e) Association referees shall officiate all playoff games. The cost of the playoffs shall be shared equally amongst all the teams in the playoffs.

- (f) The top two teams from the OCSAA Playoffs shall represent Central at the Valley Championship Tournament on the 2nd last Friday and Saturday of February.

(g) The host team for the Valley Championship Tournament is determined on a rotational basis as outlined in the OVSAA constitution.

5.4 Playoff Format-Junior B

Format to be determined by League Commissioners and OCSAA Scheduler based on number of teams and time frame allotted.

5.5 General Regulations

(a) Responsibilities of home school:

- (i) Provide a Baden game ball
- (ii) Provide a scorer, a timer and a 30 second clock operator
- (iii) Email the game results to the commissioner

(b) Each team shall travel with a set of warm up balls.

(c) Defenses: Any defense is allowed

Part 6: Senior Boys Basketball – Commission Rules and Regulations

6.0 Philosophy

To provide an opportunity for student athletes to play basketball at a highly competitive level under FIBA rules.

6.1 Registration

- (a) All teams must be registered with BC School Sports
- (b) Schools with 2 registered teams must designate the players to a particular team

6.2 League Format

- 1. AAAA Boys is OVSAA League
- 2. AAA Girls is OVSAA League
- 3. AAA Boys is OVSAA League
- 4. A/AA Boys & Girls are OCSAA Leagues

6.3 Playoffs

All OVSAA leagues are governed as per Association rules & regulations.
A/AA Boys & Girls leagues playoff formats are to be determined by League Commissioners and OCSAA Scheduler.

Part : Senior Girls Basketball – Commission Rules and Regulations

7.0 Philosophy

To provide an opportunity for student athletes to play basketball at a highly competitive level under FIBA rules.

7.1 Registration

- (c) All teams must be registered with BC School Sports
- (d) Schools with 2 registered teams must designate the players to a particular team

7.2 League Format

- 1. AAAA Boys is OVSAA League
- 2. AAA Girls is OVSAA League
- 3. AAA Boys is OVSAA League
- 4. A/AA Boys & Girls are OCSAA Leagues

7.3 Playoffs

All OVSAA leagues are governed as per Association rules & regulations.
A/AA Boys & Girls leagues playoff formats are to be determined by League Commissioners and OCSAA Scheduler.

Part 8 Grade 7 Girls Field Hockey – Commission Rules and Regulations

Updated Spring 2010

8.1 Coaches Handbook

All coaches and sponsors must have their own copy of the current O.C.S.A.A. Coaches Handbook and be fully knowledgeable of the rules in it, plus the policies of this sport. Copies of the Coaches Handbook are available from each school Athletic Director.

8.2 Grade 7 Philosophy

Emphasis is placed upon participation (equal playing time for all players), basic instruction and good sportsmanship. No league standings will be kept.

8.3 League Format

- (a) Depending on the number of teams that enter the league it should be a round robin style format.
- (b) Games will be 20-25 minutes in length running time with no halftime. A five minute break will be provided between games
- (c) Games that end as ties at the end of regulation will remain as ties.
- (d) League play to typically start the first week of April and continue for 5 weeks of play days with games held once per week (usually on Monday's, not including long weekends). Depending on when Spring break occurs and the availability of fields may determine the league starting date. The league must finish on the Monday before the May long weekend.

8.4 Registration

- (a) All schools participating should be members of the O.C.S.S.A. The exception to this should only happen with consent of the O.C.S.S.A. president and sport commissioner.
- (b) Schools with more than one registered team must balance the teams so that they remain even in terms of ability.

8.5 General Regulations

- (a) Games are played across a regulation field divided in half with cones placed 2 metres apart for goals.
- (b) Schools should bring with them a set of pinnies (in case of jersey conflicts), cones, and game balls.
- (c) The teams play up to 7 a side with no goalies. Depending if coaches agree teams may play with fewer players on if they lack personnel.
- (d) Substitutions are on the fly or at a stoppage in play (coaches and umpires discretion).
- (e) Sticks should not go above shoulder height on back swing and follow through.
- (f) The ball is to be contacted with split hands hits only.
- (g) No short or long corners are played. Any infraction within 3 meters (approx.) of the goal is either a free hit 3 metres from the end line for the offensive team (with defenders 3 metres away) or a 3-metre hit from the end line for the defensive team.
- (h) Dangerous play results in a "Teachable moment" and change of possession with a free hit.
- (i) Any minor infractions or balls hit over the sideline will result in a free hit for the opposite team.
- (j) Minor infractions would include the following: foot playing the ball, stick or player obstructing an opponent's stick from playing the ball, players accidentally pushing or tripping opponents.
- (k) Scores are not recorded, as there is no playoff structure for grade 7's.
- (l) Teams will shake hands at the end of each game
- (m) **Mandatory Experiment** – when there is a free hit within 3 metres of the opposition goal there cannot be more than 3 players of each team within the 3 metre area.

8.6 School Rep and Discipline

At all times there must be present, from each school taking part, at least one school representative who shall be responsible for the proper carrying out of player conduct and game arrangements.

All incidents of abuse towards officials, players, or coaches shall be enforced under the O.C.S.A.A. rules with regards to discipline.

Part 9. Grade 8/9 Girls Field Hockey – Commission Rules and Regulations

Updated Spring 2010

9.1 Coaches Handbook

All coaches and sponsors must have their own copy of the current O.C.S.A.A. Coaches Handbook and be fully knowledgeable of the rules in it, plus the policies of this sport. Copies of the Coaches Handbook are available from each school Athletic Director or the district website.

9.2 Grade 8/9 Philosophy

This is a competitive league. Emphasis is placed upon good sportsmanship and fair play as according to current FIH rules. League standings will be kept with a playoff format at the end of league play (time permitting).

9.3 League Format

- (a) Depending on the number of teams that enter the league it should be either a single or double round robin style format.
- (b) Games will be two 25 minutes halves with a 5 minute halftime.
- (c) Games that end as ties at the end of regulation will remain as ties during the regular season.
- (d) League play to typically start the third week of September and continue for 5 weeks. The league should finish the last week of October.
- (e) Teams will be awarded 3 points for a win and 1 point for a tie. All results must be sent in a timely fashion to the league commissioner.

9.4 Registration

- (a) All schools participating must be members of the O.C.S.S.A. and B.C.S.S. The exception to this should only happen with consent of the O.C.S.S.A. president and sport commissioner.
- (b) Schools with 2 registered teams should balance the teams so that they remain even in terms of ability if possible.

9.5 General Regulations

- (a) Games are played on a regulation field hockey pitch. Using current FIH rules. Coaches are encouraged to review new rule changes as some field hockey rules change dramatically each season.
- (b) Schools should bring with them a set of pinnies (in case of jersey conflicts), cones, and game balls. Designated home team to wear pinnie colour jersey in case of a conflict.
- (c) Substitutions are on the fly or at a stoppage in play (coaches and umpires discretion).
- (d) Teams are responsible for providing an umpire for each game (2 umpires are typically used in field hockey). If a second umpire is not available or only one umpire is agreed upon to be used by both teams participating, then the cost (if there is one) will be shared by both teams. An invoice at the end of the season will be submitted to the participating schools outlining what umpiring costs that occurred.

9.6 School Rep and Discipline

At all times there must be present, from each school taking part, at least one school representative who shall be responsible for the proper carrying out of player conduct and game arrangements. If a school rep is not present then any information from the game will be forwarded to the participating schools' athletic director.

All incidents of abuse towards officials, players, or coaches shall be enforced under the O.C.S.A.A. rules with regards to discipline.

9.7 Playoff Format

At the end of the regular season there will be a semi-final playoff and final to determine the O.C.S.A.A. champion. This league playoff must occur before the OVSAA Junior Valley Field Hockey Championships (typically the last week in October).

If there is no time to have a playoff before the valley championships then the regular season will determine rankings for the valleys. If one or more teams are tied using this format then the following will determine rankings:

- 1) Head to head play between tied teams
- 2) Goal difference

a. Semi-finals

The first place team will play the fourth place team (at the home of the first place team or a neutral site determined by the first place team or league commissioner). The second place team will play the third place team (at the home of the second place team or a neutral site determined by the second place team or league commissioner). The games

will still be 25 minute halves with a five minute halftime. If the score is still tied at the end of the game then the two teams will go directly into a shootout (according to current FIH rules) to determine the winner. The winners of the semi-final will play one another in a league final.

b. Final

The winners of the semi-finals will play against one another at a site to be determined by the league commissioner. The game will be two 25 minute halves with a shootout (current FIH rules) to determine the winner if the score is tied after regulation time. Depending on the number of teams in the league, the league winner (and possibly league finalist) will be invited to play in the OVSAA Junior Valley Field Hockey Championships representing the OCSAA.

*** Please note*** - Over the years there has been a decline in the number of teams that play in the league. If there are sufficient teams to field a grade 9 only league then schools have the right to play up in the Junior league (grade 9/10 league). Otherwise the league will run as a grade 8/9 league. Students in grade 8 may not play up against students in grade 10 without the consent of the coaches involved and the league commissioner.

Part 10: Junior Girls Field Hockey – Commission Rules And Regulations

10.1 Philosophy

All coaching and playing should support and reflect the OCSAA Mission Statement and OCSAA code of ethics.

10.2 League Format

- (a) The type of schedule will be determined by the number of entries.
- (b) Games will be two 30 min. halves with a 5 min. half time.
- (c) Ties will remain as ties. No overtime/penalty shot/shootouts.

10.3 Registration

- (a) All teams must be registered with BCSS.
- (b) Schools with 2 registered teams must designate the players to a particular team. Team lists may be requested by the commissioner. Only 1 team per school may advance to the Valley Championships (as per BCSS rules/regulations).

10.4 Playoffs

- (a) Format will be determined by the number of teams in the league.
- (b) Playoff games will be 30 min. halves with a 5 min. half time.
- (c) OCSAA will receive 2, 3 or 4 berths to the Valleys depending upon the number of registered teams in the Okanagan Valley.
- (d) Backdoor challenges are to be discussed at the pre-season commission meeting.

10.5 General Regulations

- ## Part 11: Senior “AA” Girls Field Hockey – Commission Rules And Regulations

11.2 League Format

- ### 11.3 Registration

- ## 11.4 Playoff Format

- (b) Playoff games will be 30 min. halves with a 5 min. half time.
- (c) OCSAA will receive 2, 3 or 4 berths to the Valleys dependent upon the number of registered teams in the Okanagan Valley.

Part 12: Grade 8 Boys Rugby – Commission Rules And Regulations

12.1 Coaches Handbook - (Last Updated - December 2010)

The yearly amendments (arising from the Post Season AGM) to the Grade 8 Boys Rugby Commission Rules and Regulations shall be posted on the OCSAA Website for the following year's season. All coaches and teacher-sponsors should be fully knowledgeable of the rules, regulations, and specific policies related to this commission.

12.2 Grade 8 Boys Rugby Philosophy

Emphasis should be placed upon safety, participation, skill development, and fair play.
THE SAFETY OF ALL PARTICIPANTS IS THE FIRST AND FOREMOST CONCERN.

12.3 League Format

- a) League play shall commence in the third full school week of September and conclude with the Zone Final in the sixth week of the season. There shall be five Play-Days in five weeks scheduled and bussed for league matches. The preferred days for matches shall be Tuesday or Wednesday.

The schedules for the 2011, 2012, and 2013 Grade 8 Boys Rugby Seasons shall be as follows:

Year	2011	2012	2013
School Opens	Tuesday September 6	Tuesday September 4	Tuesday September 3
Week # 1	Monday September 26	Monday September 24	Monday September 23
Week # 2	Monday October 3	Monday October 1	Monday September 30
Week # 3	Monday October 10	Monday October 8	Monday October 7
Week # 4	Monday October 17	Monday October 15	Monday October 14
Week # 5	Monday October 24	Monday October 22	Monday October 21
Jamboree	Thursday October 27	Thursday October 25	Thursday October 24
Zone Final	Week of October 31	Week of October 29	Week of October 28

- b) The League schedule shall be based on the number of teams entered and using five Play-Days.

Suggested Options shall include the following “Round Robin” Formats.

Four Teams	- “Round Robin” Format	- 5 matches	- All full games
Five Teams	- “Round Robin” Format	- 10 matches	- A mix of full & mini-games
Six Teams	- “Round Robin” Format	- 5 matches	- All full games
Six Teams	- “Round Robin” Format	- 10 matches	- All mini-games
Seven Team	- “Round Robin” Format	- 7-8 matches	- A mix of full & mini-games
Eight Teams	- “Round Robin” Format	- 8-9 matches	- A mix of full & mini-games
Eight Teams	- “Round Robin” (2 Pools)	- 5 matches	- All full games
Nine Teams	- “Round Robin” (3 Pools)	- 8 matches	- A mix of full & mini-games
Nine Teams	- “Round Robin” (2 Pools)	- 5/8 matches	- Full games / full/mini-games
Ten Teams	- “Round Robin” (2 Pools)	- 8 matches	- A mix of full & mini-games
Ten Teams	- “Round Robin” Format	- 8 matches	- A mix of full & mini-games

(See Part 12.8 for descriptions of each of the Suggested Options for League Schedules.)

2.3 League Format continued . . .

- c) Toss and time shall provide for 60 minutes of game time for Grade 8 Boys Rugby.
 - i) If one full game is to be played it shall be 2 x 30 minute halves.
 - One game shall be completed within a 100 minute “bussing window”.
 - ii) If two mini-games (4 teams x 2 pitches) are played they shall be 2 x 15 minute halves.
 - Two mini-games shall be completed within a 110 minute “bussing window”.
 - Kick-Off times shall be set 45 minutes apart - ie. 4:00 pm and 4:45 pm

- iii) If three teams meet for a 2 Game Round Robin the host team shall play the first and last mini-games which shall be 2 x 15 minute halves.
 - Three mini-games shall be completed within a 150 minute “bussing window”.
 - Kick-Off times shall be set 45 minutes apart - ie. 4:00 pm, 4:45 pm and 5:30 pm.
- iv) All games shall allow 5 minutes for the half-time interval.
- d) No league standings shall be published. However, the results with the scores shall be emailed (by the Host/Home Team) to the Commissioner no later than the day after the league matches.
- e) Coaches shall go on the pitch to help coach and help organize their players during league games. Only one coach for the Backs and one for the Forwards shall be allowed on the pitch at any time.

12.4 Registration

- a) All Grade 8 athletes must be registered with BC School Sports.
- b) Any Grade 8 girls or Grade 7 boys/girls who wish to play Grade 8 Boys Rugby must be appealed to BC Schools Sports as per the BCSS Eligibility Appeal Regulations. Refer to the BCSS Website.

12.5 Playoff Format

- a) All teams shall be eligible for the Zone playoffs.
- b) The Grade 8 Boys Rugby Jamboree:
 - i) The Jamboree shall always be held on the last Thursday in October.
 - ii) The competition shall be a Round Robin Format composed of one or two seeded pools.
 - iii) The seeding of the Jamboree Pools shall be based upon League Play results (Wins/Losses and Points For/Points Against) and shall be determined as follows;
 - The team’s Winning Percentage (ie. Games Won / Games Played x 100).
 - The team’s Points Average (ie. Points For / Points Against).
 - The team’s Total Points Against.
 - A “Coin Toss” by the Commissioner.
 - iv) If the Grade 8 Boys Rugby Commission is divided into pools for league play, that the Jamboree shall consist of a crossover of pools as follows: (eg. 10 teams)
 - The Red Pool #1, #3, #5, #7, #9
 - The Blue Pool #2, #4, #6, #8, #10
 - v) The 2nd match-up of the Jamboree Pool draws shall be between the top two teams for a decision between the two. With the determination of the top teams out of the way, coaches should allow for more equal playing time for all players in subsequent matches.

- vi) Games shall range in length from 20 to 36 minutes, with 5 to 9 minute halftime intervals.
- vii) There shall be time between any back-to-back games to give teams a short break.
- viii) The Winners of each Pool shall advance to the OCSAA Grade 8 Rugby Zone Final.
- ix) It is the responsibility of each team to have a First Aid Kit.

(See Part 12.9 for descriptions of each of the Suggested Playoff Jamboree Schedules.)

12.5 Playoff Format continued . . .

- d) The Jamboree Round Robin Tie-Breaking procedures shall be:
 - i) The record against each other.
 - ii) The team who gave up the least Total Points Against in the other games.
 - iii) The team who scored first in their game against each other.
- e) The Zone Final: The top two teams from the Jamboree Pools shall meet in the Zone Final.
 - i) The winner of a coin toss between the opposing Coaches shall host the Zone Final.
 - ii) The Kick-Off shall be at 2:30pm to allow enough time to play the game in the daylight.
 - iii) The game length shall be two x 30 minute halves with 6 minutes for the half-time.
 - iv) If overtime is needed it shall be two x 5 minute halves with a 3 minute half-time.
 - v) If still tied after the overtime, the winner shall be determined according to the following:
 - Two 3 minute halves with a 2 minute half-time shall be played, during which the first score shall be conclusive. (eg. "Sudden Death")
 - The most Tries scored.
 - The most Goals (Converted Tries) scored.
 - The first points scored in the game.
 - vi) If there is still no winner declared after completing this format (i.e. a 0 – 0 Tie), then both teams shall share the OCSAA Grade 8 Boys Rugby Zone Championship.
- f) Coaches shall not be allowed on the pitch (to coach/organize during active play) in the Jamboree games or the Zone Final.

- g) All Grade 8 Rugby Law Modifications and Game Rules that pertained to League and Exhibition games shall still apply in the Jamboree and Zone Final Games.
- h) The teams shall each provide a competent touch judge (linesperson) for the Zone Final.

12.6 General Regulations

- a) Responsibilities of the Home (Host) school and opposing Head Coaches
 - i) Ensure that the field is safe to be used for rugby.
 - ii) Ensure that the field is properly lined for rugby.
 - iii) Ensure that the Goal Posts have post pads.
 - iv) Ensure that there are corner flags at the intersection of the Goal Lines and Touch Lines.
 - v) Ensure that there are cones (or flags) marking the 22 Metre Lines and the Half-Way Line.
 - vi) Provide a regulation size game ball. (Size # 4)
 - vii) Greet the referee and provide a reference to their teams' players who are "150lb +".
- b) The Players' Clothing
 - i) It shall be mandatory that all players wear IRB approved rugby jerseys, rugby shorts, rugby-soccer style socks and soccer-rugby boots.
 - ii) All teams shall wear a set of matching colours.
 - iii) It shall be mandatory that all players wear a custom fitted mouth guard.
 - iv) It shall be the responsibility of coaches to ensure that their players' clothing is suitable.
 - v) Referees shall inspect the players' clothing, boots, and cleats before all matches.
 - vi) Any player(s), whose clothing is found to be not suitable, must not participate in the match until they are dressed properly.
- c) Game Rules:
 - i) There shall be 15 players on the field at one time. (8 Forwards and 7 Backs) provided that each of the teams has 20 or more players dressed and ready to play.
 - ii) If a team has less than 15 players dressed and ready, one of the following three options shall be followed (listed in order of preference);
 - The full-sided team shall lend enough players to allow for a 15-a-side game. (This game shall be recorded as 5-0 Forfeit Win for the side with the full team.)
 - The full-sided team agrees to drop down to 12 players (no Flankers/no Fullback) and both teams play a 12-a-side game. (This game shall be recorded as 5-0 Forfeit Win for the side with the full team.)

- The full-sided team has offered the other coach extra players, but that coach has declined the offer of the extra players. The full-sided team's coach may field and play 15 players. (This will be played as a regular game.)
- iii) The Official Size of Ball for use in Grade 8 Boys Rugby shall be the Size #4.
 - This ball shall be used for all games - League, Exhibition, and Play-Offs.
- iv) Kicking in the game during general play:
 - There shall be no "Up & Under", "Grubber" or "Drop Goal" Kicks allowed.
 - "Punting for Touch or Gain" shall only be allowed from behind a team's own 22 m line.
 - Converts shall be allowed with a 30 second time limit to perform the place/drop kick.
- v) Penalty Kicks and Free Kicks:
 - There shall be no "Kicking for Goal" on Penalties.
 - "Punting for Touch" shall be allowed anywhere on the pitch.
 - "Tap and Run" plays shall be allowed anywhere on the pitch.
 - Quick "Tap and Run" plays shall not be allowed.

d) "The Ball Carrier Malicious Conduct Rule" (Dangerous Play Law):

All players, but especially those "150 lbs +", will be allowed to play under the following guidelines;

It shall be the responsibility of the ball carrier to use evasive running techniques, (eg. Run around/ side step/ swerve/change of pace), or failing that, to set up a second phase platform, by facing either forwards or backwards, purposely creating a ruck or maul situation, prior to full speed running contact with a significantly smaller defender. Any player who has legally made a clear break and has an open field (eg. with no defenders in front of them) shall be allowed to attempt to finish their run to score a try.

- i) Upon the first instance of this type of dangerous play, the referee shall penalize the offender, bring him over to his team's touchline, and consult with the Head Coach.
 - The Head Coach must remove the offending player for a "talking to and cooling down" period of at least 5 minutes.
 - Another player may replace the offending player during this time
- ii) Should a second instance occur by the same team, the referee shall penalize, Yellow Card the offender, and send the player to the "Sin Bin" (Dead Ball Line of own In-Goal).
 - The Head Coach must call a "Coach's Quick Time-Out" to gather his players together for a "talking to and group understanding" before the match shall continue.
 - The Yellow Carded player shall serve 10 minutes in the "Sin Bin".
 - The Head Coach must move to and communicate with his player during this time.
 - Another player may replace the offending player during this time.

- iii) Should a third instance occur by the same team, the referee shall penalize, Yellow Card the offender, and send the player to the “Sin Bin”.
 - The Yellow Carded player shall serve 10 minutes in the “Sin Bin”.
 - The Head Coach must move to and communicate with his player during this time.
 - The offending player may not be replaced during this time.
- iv) Should a fourth instance occur by anyone from the same team, the referee shall have no option but to Red Card the offender and eject that player from the match.

NOTE: Ejection from a match requires that the OCSAA Executive Procedures be followed before the player may be allowed back to participation in further games. Refer to the Article on Conduct, in the OCSAA Handbook for further information about the procedures.

- v) Coaches must support the application of the “The Ball Carrier Malicious Conduct Rule” by teaching their players to follow the rule, teaching the proper rucking and mauling, and support techniques in the attack phase, and most of all, by backing the referees’ judgments and calls with respect to this matter during games.

e) The Collar, Shirt, and/or, Swinging Tackles Rule (Dangerous Play Law):

There shall be a “Zero Tolerance” on any form of this type of dangerous play/tackle using the collar, shirt, and/or swinging around to the ground. Upon the first instance of this type of dangerous play, the referee shall penalize and provide a verbal general team warning that the next similar offence shall not only be penalized, but that the offender may be ejected from the match.

- i) Upon the first instance of this type of dangerous play, the referee shall penalize the offender, bring him over to his team’s touchline, and consult with the Head Coach.
 - The Head Coach must remove the offending player for a “talking to and cooling down” period of at least 5 minutes.
 - Another player may replace the offending player during this time
- ii) Should a second instance occur by the same team, the referee shall penalize, Yellow Card the offender, and send the player to the “Sin Bin” (Dead Ball Line of own In-Goal).
 - The Head Coach must call a “Coach’s Quick Time-Out” to gather his players together for a “talking to and group understanding” before the match shall continue.
 - The Yellow Carded player shall serve 10 minutes in the “Sin Bin”.
 - The Head Coach must move to and communicate with his player during this time.
 - Another player may replace the offending player during this time.
- iii) Should a third instance occur by the same team, the referee shall penalize, Yellow Card the offender, and send the player to the “Sin Bin”.

- The Yellow Carded player shall serve 10 minutes in the “Sin Bin”.
 - The Head Coach must move to and communicate with his player during this time.
 - The offending player may not be replaced during this time.
- iv) Should a fourth instance occur by anyone from the same team, the referee shall have no option but to Red Card the offender and eject that player from the match.

NOTE: Ejection from a match requires that the OCSAA Executive Procedures be followed before the player may be allowed back to participation in further games. Refer to the Article on Conduct, in the OCSAA Handbook for further information about the procedures.

- v) Coaches must support the application of the “The Collar, Shirt, and/or, Swinging Tackles Rule” by teaching their players to tackle properly, and within the Laws, but most of all, by backing the referees’ judgments and calls with respect to this matter during games.

- f) The Conduct of Sponsor/Teachers, Coaches, Players and the Team’s Entourage;

The conduct of Sponsor/Teachers, Coaches, Players and the Team’s Entourage must reflect the league philosophy of safety, participation, skill development, and fair play.

NOTE: Refer to the Article on Conduct, in the OCSAA Handbook for further information on the protocol to follow regarding filing complaints, responsibilities, and the executive procedures.

- g) The Advantage Law Interpretation:

Referees should play the Advantage Law where applicable under the Laws. Keeping in mind the inexperience of the Grade 8 player, if there is any likelihood of harm to a player because of playing advantage, the referee should whistle the play to stop. Coaches must support the referee in this judgment call.

- h) The Uncontested Scrum Rule:

Uncontested scrums shall be used for all games (League, Exhibition, and Playoff) played during the Grade 8 Boys Rugby season. The team putting the ball in must win the ball and the Scrum Half must pass it (without delay) from the base of the scrum to the Backline.

- i) The Scrum Halves Rule:

The defending Scrum Half must line up beside the attacking Scrum Half at the put-in. He is not allowed to pass the tunnel of the scrum, but may remain beside the tunnel, move to the base of his scrum (immediately behind his eight man’s feet), or retire to his backs offside line (5 m behind the eight man’s feet). Regardless of which position he chooses

to take, he must remain in that position until the ball has been played from the scrum.

j) The Lifting in the Line-Out Rule:

Lifting shall not be allowed in the Line-Out for Grade 8 Boys Rugby.

k) The Touch Judges Rule:

Each team shall provide a competent touch judge (lines person) for each of their games.

12.7 Recommendations

a) The National Coaching Certification Program:

It is strongly recommended that at least one adult coach (who could then be designated as the Head Coach) shall be certified in NCCP Rugby Technical - Level 1 (or better), under the National Coaching Certification Program. (Rugby Canada is currently (2009) updating their Coaching Levels to reflect the LTAD Model for Rugby. (LTAD = Long Term Athlete Development)

b) The Coaching and Playing Jamboree:

It is recommended that Grade 8 Rugby coaches and their teams coordinate and participate in a Coaching and Playing Jamboree to be held on the first Friday afternoon after the Grade 8 Rugby Schedule has commenced. This Jamboree shall be held from 12:00 pm to 4:00 pm.

The focus of this clinic shall be upon the proper technical form, safety concerns, and to teach and reinforce the referees' expectations in the following game situations;

- | | |
|------------------------|---|
| i) the ball in contact | ii) tackling - the tackler and the tackled player |
| iii) scrummaging | iv) rucking and mauling |
| vi) lineouts | |

There shall be 20 minute "mini" exhibition games played in conjunction with this Jamboree.

c) The League Structure and Pools for League Play:

- i) If Four to Eight Teams are entered in the league, the use of one pool is recommended.
- ii) If Nine Teams are entered in the league, the use of three pools is recommended.

The West Pool - CNB, GMS, & KCS

The Central Pool - IMM, KLO, & OKM

The North Pool - DKM, RMS, & SMS

iii) If Ten Teams are entered in the league, the use of two pools is recommended.

The South Pool - CNB, GMS, IMM, KLO, & OKM

The North Pool - DKM, GES, KCS, RMS, & SMS

d) The Descriptive Schedule for Nine Teams:

This follows on Recommendation (c) for Nine Teams as above:

- Use of 3 Pools - West, Central, and North

- West Pool - CNB, GMS, & KCS - CNB (#8), GMS (#9), & KCS (#7)

- Central Pool - IMM, KLO, & OKM - IMM (#6), OKM (#4), & KLO (#5)

- North Pool - DKM, RMS, & SMS - DKM (#1), RMS (#2), & SMS (#3)

- 3 weeks of "inter-pool" games and 2 weeks of "intra-pool" games

e) The Grade 8 Rugby Commission and the Kelowna Minor Football Association

It is recommended that there be discussions between the Grade 8 Rugby Coaches and Kelowna Minor Football Association to look at ways those Grade 8 athletes can participate in each sport so as to become better all-around athletes. Given the overlap of seasons there should be flexibility shown on both sides for the betterment of the developing young athletes.

f) Senior/Junior Rugby Players

It is recommended (where workable) that Coaches recruit and utilize Grade 10 - 12, rugby players as Assistant Coaches during the Grade 8 Rugby Season. This relationship will benefit the Grade 8 players, but strengthen the knowledge base of the older players, create potential coaches for the future, and serve to further develop the rugby community in Kelowna.

g) Exhibition Games

It is recommended that if coaches desire exhibition games during the season that they arrange them on their own. Acknowledging that bussing will likely NOT be provided, and that parent drivers will have to be arranged, the following match-ups are suggested;

GMS & CNB, KLO & OKM, IMM & KCS, RMS & SMS, and DKM & GES

The schedule for Five Teams using 5 play-days would be used for play in each

12.8 Suggested Options for League Schedules - (Number of teams with five Play-Days)

Number of Teams	Wee k 1	Wee k 2	Wee k 3	Wee k 4	Wee k 5	Number of Matches
Four Teams	1-2 3-4	3-1 4-2	1-4 2-3	2-1 4-3	1-3 2-4	- 5 matches for each team - all full-games (60 min.)
Five Teams	1-2 3-4-5	1-3-4 5-2	5-3 2-4-1	1-2-5 3-4	4-1 2-5-3	- 8 matches for each team - a mix of full-games and mini-games (30 min.)
Six Teams	1-2 3-4 5-6	1-3 2-5 4-6	5-1 6-3 2-4	1-6 4-5 3-2	4-1 6-2 5-3	- 5 matches for each team - all full-games
Six Teams	1-2-3 4-5-6	1-4-5 3-6-2	2-6-4 3-5-1	1-6-3 2-4-5	4-6-1 3-5-2	- 10 matches for each team - all mini-games
Seven Teams	1-2 3-4 5-6-7	1-5-3 2-6 4-7	7-1 2-4-6 3-5	1-2-4 7-3 6-5	6-1 5-2 4-7-3	- 7 matches for teams 1, 2, 3, 5, 6, & 7 - 8 matches for team 4 - a mix of full and
Eight Teams	1-2-3 4-5-6 7-8	1-4-7 2-8-5 6-3	5-6-1 3-8-4 7-2	2-4-5 3-6-7 8-1	1-7-8 2-3-6 5-4	- 9 matches for teams 1, 2, 3, 4, 5, & 6 - 8 matches for teams 7 & 8 - a mix of full and

North/South	3-4	4-2	2-3	4-3	2-4	- all full-games
Nine Teams	8-9	9-5-1	7-9	9-3-6	8-7	- 8 matches for each team
3 Pools	6-4	3-4-8	4-5	5-2-8	6-5	- 2 full-games intra-pool
West/Central/North	1-2	7-6-2	2-3	4-1-7	3-1	- 6 mini-games inter-pool
	7-6-3		8-1-6		9-2-4	
Nine Teams	1-2	3-1	1-4	2-1	1-3	- 5 matches for each team
2 Pools	3-4	4-2	2-3	4-3	2-4	- all full-games
North/South						
	1-2	1-3-4	5-3	1-2-5	4-1	- 8 matches for each team
	3-4-5	5-2	2-4-1	3-4	2-5-3	- a mix of full and mini-games
Ten Teams	1-2	1-3-4	5-3	1-2-5	4-1	- 8 matches for each team
2 Pools	3-4-5	5-2	2-4-1	3-4	2-5-3	- a mix of full and mini-games
North/South						

12.9 Suggested Jamboree Schedules - (Draws for 4 teams through 10 teams)

Four Teams - Round Robin Format (using 1 pitch) - 3 games each - 28 minutes per game - 14 minutes per half - 7 minute half-time 3-4 1-2 2-4 1-4 2-3 1-3 10:00 10:50 11:40 12:30 1:20 2:10
Five Teams - Round Robin Format (using 2 pitches)

- 4 games each - 22 minutes per game - 11 minutes per half - 5 minute half-time						
	1-2	3-5	4-5	2-4	1-3	
	3-4	1-4	2-3	1-5	2-5	
	10:00	11:00	12:00	1:00	2:00	
Six Teams - Round Robin Format - 2 Pools (using 2 pitches) - 3 games each - 28 minutes per game - 14 minutes per half - 7 minute half-time						
Red	1-2	R2-3	R1-3	R#3	R#2	R#1 - Crossover between the pools
Blue	1-2	B2-3	B1-3	B#3	B#1	B#2 - #3 vs. #3; #2 vs. #1; #1 vs. #2
	10:00	10:50	11:40	12:30	1:20	2:10
Seven Teams - Round Robin Format - 2 Pools (using 2 pitches) - Red Pool: 3 games each - 24 min. per game - 12 min. halves - 6 min. half-time - Blue Pool: 2 games each - 36 min. per game - 18 min. halves - 9 min. half-time						
Red	3-4	1-2	2-4	1-3	1-4	2-3
Blue	1-2	X	2-3	X	1-3	X
	10:00	10:50	11:40	12:30	1:20	2:10
Eight Teams - Round Robin Format - 2 Pools (using 2 pitches) - 3 games each - 28 minutes per game - 14 minutes per half - 7 minute half-time						
Red	3-4	1-2	2-4	1-3	1-4	2-3

Blue 3-4 1-2 2-4 1-3 1-4 2-3 10:00 10:50 11:40 12:30 1:20 2:10									
Nine Teams - Round Robin Format - 2 Pools (using 2 pitches) - Red Pool: 4 games each - 22 min. per game - 11 min. halves - 5 min. half-time - Blue Pool: 3 games each - 24 min. per game - 12 min. halves - 6 min. half-time Red R4-5 R1-2 R3-5 R1-4 R2-5 R3-4 R1-5 R2-3 Blue B3-4 B1-2 R2-4 B1-3 R1-3 B1-4 B2-3 B2-3 10:00 10:40 11:20 12:00 12:40 1:20 2:00 2:40									
Ten Teams - Round Robin Format - 2 Pools (using 2 pitches) - 4 games each - 20 minutes per game - 10 minutes per half - 5 minute half-time Red 4-5 1-2 3-5 1-4 2-5 3-4 1-5 2-3 2-4 1-3 Blue 4-5 1-2 3-5 1-4 2-5 3-4 1-5 2-3 2-4 1-3 10:00 10:35 11:10 11:45 12:20 12:55 1:30 2:05 2:40 3:15									

Part 13: Junior Boys Rugby – Commission Rules And Regulations

Updated September 2009

Philosophy

Emphasis should be placed upon learning the rules of Rugby and demonstrating participation and good sportsmanship. Safety of athletes must be of paramount importance.

13.1 League Format

- (a) League games will start around the last week of March or the first week of April.
- (b) Each school will play in a round robin format. The number of weeks of play and starting time will depend on the number of teams in the league.
- (c) The games will be played on Wednesdays, if possible (some Friday matches may be required if needed).
- (d) League standings will be kept by the league commissioner. It is the responsibility of the coach of the winning team to email the scores to the league commissioner the evening after the game.
- (e) We will be using the same scoring system used by the Super 14, Vancouver/Vancouver Island Premier league.
 - 4 points for a win
 - 2 points for a tie
 - 1 point for losing side IF the loss is by 7 or less
 - 1 bonus point for scoring 4 tries
 - 0 points for a loss by more than 7
 - Maximum number of points a team can get is 5.

* Note – changes to league format may be made as long as it is agreed by coaches prior to season.

13.2 Registration

- (a) All teams must be registered with BC School Sports.
- (b) Schools with 2 registered teams must designate the players to a particular team. There shall be no exchanging of players between the team. Team lists may be requested by the commissioner.

13.3 Playoff Format

Format for 6 team league (or more):

- (a) The top six teams from the league will qualify for the playoffs. The top two teams will receive a bye, while the 4th placed team will play the 5th placed team and the 3rd placed team will play the 6th placed team. In the second round, the 1st placed team plays the winner of the 4th/5th game and the 2nd placed team plays the winner of the 3rd/6th game. The higher seeded team will always acts as the host school.

Format for 5 or 4 team league:

- (b) The top four teams from the league will qualify for the playoffs. The 1st placed team will play the 4th placed team (game #1) and the 2nd placed team will play the 3rd placed team (game #2). In the second round, the winner game #1 and game #2 play for the OCSAA championship and the losers of

games #1 & #2 **may** play for 3rd place (this match will be played if it determines a valley berth). The higher seeded team will always acts as the host school.

13.4

- (a) If there is a tie in the league standings, the following procedure will be used to break the tie:
 - (i) If two teams are tied, the team who defeated the other team in league play advances
 - (ii) If more than 2 teams are tied, the records for games in league play amongst the tied teams shall be used to place the teams. If a tie remains after this, points for and against amongst the tied teams shall be used to place the teams
 - (iii) If a tie remains after applying (i) and (ii) above, the league commissioner with the coaches involved shall make a decision
- (b) Playoff games are to be 60 min. (2 x 30 min. halves). If there is a tie game in regulation. The teams will play two 5 minute halves, changing sides after 5 minutes (**not sudden death**). If a tie remains after the 10 minute overtime, then the team that scored the first try of the match is determined the winner and if no try has been scored the winner was the first team to score (kick).

* Note – changes to playoff format may be made as long as it is agreed by coaches prior to playoffs starting.

13.5 General Regulations

- (a) Responsibilities of home school:
 - (i) Provide a regulation size game ball
 - (ii) Make sure the field is safe
 - (iii) Make sure the field is properly lined
 - (iv) The goal posts should have post pads
- (b) All players must use a mouth guard.
- (c) Each team must provide a linesperson for each game.
- (d) The International Rugby Football Board Handbook will be used to determine the Laws to be followed. Any updates from the BCRU will be implemented when received. Under 19 rules or High School rules will be followed.
- (e) Unlimited substitutions will be allowed in league games (within reason). For safety of players and to maintain the integrity of the game coaches are asked to not have “hockey like changes” – this is especially important when a team with lots of players is playing against a team with minimal players. **Coaches & referee should discuss player changes prior to match if # of players is an issue.** Coaches are asked to attempt to make the substitutions when they are least likely to disrupt the flow of the game. Substitutions for playoffs will be limited as per IRB laws.

Part 14: Grade 8 Volleyball – Commission Rules And Regulations

14.1 Philosophy

14.2 League Format

- Two games per match. A game will consist of fifteen minutes of running time. There will be rally-point scoring. There will be a warm-up before the first match and no warm-ups between matches. Each team is responsible for having warm-up balls.
- Unlimited substitution. There will be no substitutions during the last two minutes of each game if your team is ahead.
- Each team is allowed one thirty second time-out, but not during the last two minutes of the game.
- Officials are provided by Kelowna Volleyball Officials and billing will be done for both the season and playoffs when everything is completed.
- There will be one tournament (league play) per week.
- Player Registration must be done on-line by March 1. Do not forget to use the Freedom of Information and Protection of Privacy Act forms.
- Keep track of your own team's record for seeding during the playoffs. All teams will make the playoffs but we are trying to make the different pools as even as possible during the playoffs.
- Team record must be received by the commissioner at least one week before playoffs.
- Coaches **must** ride the bus. The maximum number of players per team on the bus is 17 and a coach.
- The net height is 2.20 m for boys and 2.10 m for girls.
- The serving regulations for league are players must serve either sidearm or underhand during the first two weeks. Overhand serves are permitted after the second week. A player can only serve a maximum of 5 serves, then that team rotates and the next player on the same team serves.
- There will be NO libero used in Gr. 8 volleyball at any time.

14.3 Playoff Format

- Hosting the playoffs will be determined by league record and whether the gym space is available. The league commissioner will contact the various schools and the league scheduler.
- All matches are best of three. The first two games will be rally point to 25 and the deciding set will be rally point to 15, switch sides at 8. There will be no cap on any set.
- Overhand serves are permitted and there is **no** five serve rule.
- There will be twelve substitutions allowed, but only two players playing one position.
- Each team is allowed two one minute time-outs.
- The first round of the playoffs will be a round-robin between teams at each site.
- The second round of the playoffs will be a single elimination tournament.
- **Boys – Round 1 Seeding:**
 - Because there are 12 teams, the top two teams from each pool and the two highest seeded third place teams will advance to the finals night.
 - Pool A – 1, 6, 7, 12
 - Pool B – 2, 5, 8, 11
 - Pool C – 3, 4, 9, 10

-
- Round 2 Seeding:
 - 1st Pool A vs. 3rd #2 (match 1); 1st Pool B vs. 3rd #1 (match 2)
 - 2nd Pool B vs. 2nd Pool C (match 3); 1st Pool C vs. 2nd Pool A (match 4)
 - Winner match 1 vs. Winner match 2 (match 5); Winner match 3 vs. Winner match 4 (match 6)
 - Winner match 5 vs. Winner match 6
- **Girls** – Because there are 18 teams in the league, I have had to be a bit creative with playoffs. The top team from Pools A, B will move on, the top two teams from Pools C, D and E will move on.
 - Pool A – 1, 12, 18
 - Pool B – 2, 11, 17
 - Pool C – 3, 6, 13, 16
 - Pool D – 4, 7, 10, 15
 - Pool E – 5, 8, 9, 14
- Round 2 Seeding:
 - 1st Pool A vs. 2nd Pool E (match 1); 1st Pool B vs. 2nd Pool D (match 2)
 - 1st Pool C vs. 1st Pool E (match 3); 1st Pool D vs. 2nd Pool C (match 4)
 - Winner match 1 vs. Winner match 2 (match 5); Winner match 3 vs. Winner match 4 (match 6)
 - Winner match 5 vs. Winner match 6

Part 15: Grade 9 Boys Volleyball – Commission Rules And Regulations

Updated September 2009

15.1 Philosophy

15.2 League Format

- First league night will be Thursday, September 24 and play for the next five Thursdays with Thursday, October 29 being the last league night.
- Two sets per match
- League standings based on win/loss record
- Volleyball Canada rules with the 12 substitution rule (players still have to substitute in pairs)
- Net height set at 2.35 meters

15.3 Registration

- (a) All teams must be registered with BC School Sports.
- (b) Schools with 2 registered teams must designate the players to a particular team. There shall be no exchanging of players between the teams. Team lists may be requested by the commissioner.

15.4 Playoffs

- Playoffs will all take place on two nights. Round 1 on Nov. 3 and round 2 on Nov. 5.
- All teams will advance to the playoffs
- All matches will be 2/3
- First round of playoffs with top teams having the right to host
- Round 1: Site A – 1st, 3rd, 6th, 8th; Site B – 2nd, 4th, 5th, 7th
- Round 1 will be a round robin between all teams at the site
- Top two teams from each site will advance to round 2
- Second round of playoffs will be hosted by the highest advancing team
- 1st from Site A will play 2nd from Site B, 1st from Site B will play 2nd from Site A in the semi finals
- Winners of semi finals play in the final, losers will play for third and fourth

Part 16: Grade 9 Girls Volleyball – Commission Rules And Regulations

16.1 Philosophy

All coaching and playing should support and reflect the OCSAA mission statement and OCSAA code of ethics.

16.2 League Format

- (a) League will consist of two pools – North and South
- (b) Teams will lay a double round robin within their own pool, and a single interlock with the other pool.
- (c) League standings will be based on win/loss record.
- (d) All league matches will be two sets, 17 point cap.

16.3 Registration

- (a) All teams must be registered with BC School Sports.

16.4 Playoffs

- (a) Top four teams from each pool advance to the playoffs:
Pool 1: N1, S2, S3, N4 at N1
Pool 2: S1, N2, N3, S4 at S1
They will play a round robin at each site, with the top two teams from each site advancing to the final round.
- (b) Round two will be hosted at school with best win/loss during season still in the playoffs:
Pool 1: 1st vs Pool 2-2nd
Pool 2: 1st vs Pool 1-2nd
Winner vs Winner for 1st / 2nd
Loser vs Loser for 3rd / 4th
- (c) All playoff matches will be best two out of three, 17 point cap.

16.5 General Regulations

- (a) Net height will be 2.15 meters.
- (b) A maximum of 12 substitutions may be used in each set.

Part 17: Junior Boys Volleyball – Commission Rules And Regulations

Updated October 2009

17.1 Philosophy

No man is an island, but PEI is.

17.2 League Format

- a) Matches are best 2 of 3
- b) League will be a triple round robin, whenever possible.
- c) Standings will be based on winning percentage.

17.3 Registration

All teams must be registered with BC School Sports

17.4 Playoffs

- a) Top 6 teams advance to playoffs.
- b) Round 1: 2 pools of 3 (A & B) round robin Pool A (1st, 4th, 5th) Pool B (2nd, 3rd, 6th)
- c) Round 2: Semi-finals (A1 vs B2) / (A2 vs B1) and Finals / 3rd Place Matches
- d) Top 2 teams go to Valley Championship
- e) In the event that the 3rd place team and the 2nd place team have not played each other in the playoffs the 3rd place team can challenge the 2nd place team for the 2nd berth to the Valley Championship. This match would take place at the 2nd place team's school by the Tuesday before the start of the Valley Championship.

ARTICLE D: CONDUCT

Part 1: Preamble

- 1.1 Anytime a student, team, coach or official represents a member school and/or participates in an OCSAA event, he or she is under the jurisdiction of the OCSAA whether playing another OCSAA member or not. It should be noted that the exhibition games are included.
- 1.2 There shall be two divisions of authority with respect to conduct:
 - (a) Less serious matters to be dealt with by the zone or Zone Commissioner in the case of zone competition, or by the Valley Commission and the OCSAA President in the case of Valley leagues or in the case of inter-zone play.
 - (b) More serious matters are to be dealt with by the OCSAA Executive.

Part 2: Defining Responsibilities

- 2.1 Zone and/or commission matters shall include such offenses as incidents between competitors, game officials, spectators, and adults in positions of authority which occur during a competition. Incidents shall include:
 - (a) Profanity and abusive language.
 - (b) Ejection from a game – A player, coach or team member has been ejected from a game if the game official has removed the individual from the field of play and banned them from remaining on the sidelines or bench area.
 - (c) Expressions of disrespect.
- 2.2 OCSAA Executive matters shall include such matters as:
 - (a) Second offences under the zone and/or commission definition.
 - (b) Striking another person.
 - (c) Vandalism, creating a disturbance or similar misconduct while travelling to and from a competition or at a competition, but not during a game.
 - (d) Coach misconduct.
 - (e) Official misconduct
 - (f) Encouragement of an athlete to use performance enhancing drugs
- 2.3 BCSS Addition 2018:
 - (a) 26.1.9 Never criticize or use social networking to criticize or threaten another school team, coach, player, game official, or BCSS.

Part 3: Procedures

- 3.1 In a case where an incident has occurred involving either a coach, player, team member, spectator, or official:
- (a) There shall be a verbal report by the coach(es) to the Zone President and the appropriate Commissioner
 - (b) Written reports shall be submitted within 72 hours by:
 - (i) The coach or coaches involved
 - (ii) Student(s) involved
 - (iii) Game official(s) involved
 - (iv) Other coaches or responsible adults if requested
- 3.2 In a case where a coach is engaging in inappropriate behaviour, the other coach/responsible adult should:
- (a) First approach the offending coach about modifying their behaviour.
 - (b) If no modification is made, the offending coach must be notified that a report will be filed with the OCSAA President (this step protects you from a BCTF ethics violation).
 - (c) If behaviour is outrageous, step (a) can be missed but not step (b).
- 3.3 In cases where a complaint against a teacher coach is being registered by non-teacher, game officials or other responsible adults, it is expected that other coaches would simply file reports as appropriate.

Part 4: Penalties

- 4.1 A minimum penalty of at least a one game suspension from the next league or playoff game shall be imposed as a result of a player or coach being ejected from a game. If the proper reports are not filed within 72 hours of the incident, the suspension shall be a minimum of three games. More serious incidents will result in more serious penalties.
- 4.2 If there has been an incident, the offending coach or player has 72 hours in which to file a report. If the appropriate report is not filed within 72 hours the coach or player is then ineligible to coach or play until the report is filed.
- 4.3 Reported incidents will be filed on a database and repeat incidents shall result in more stringent penalties.
- 4.4 Because of the wide variety of competitive situations in the various sports, a "game" suspension shall be deemed to be suspension from one full match such as would be used in keeping standings among schools.

- 4.5 In cases where a season is over before the penalty is imposed, the penalty shall carry over to the next season the player or coach participates in.
- 4.6 The use of ineligible players, failure to complete league commitments and similar violations may result in suspension of up to one year.
- 4.7 Upon proof of violation of the Constitution or By-Laws of the OCSAA, the OCSAA Executive may suspend the offending player, coach, team, official or school from participation in activities of the OCSAA or its leagues, or impose such lesser punishments as it shall decide.

Part 5: Executive Procedure

- 5.1 Upon receipt of a complaint about conduct, the executive member receiving the complaint must make a decision, or seek advice, on which level of executive should deal with the complaint.
- 5.2 In the case of student misconduct, the executive shall call the Principal of the offending student and inform the Principal that a complaint has been received and that the student has 72 hours from the time of the incident in order to file a report. If the appropriate report is not received within 72 hours, then the student will be suspended until such time as the report is received.
- 5.3 In the case of coach misconduct, the executive shall call both the Principal of the offending coach and the offending coach to ensure that the report is received. The Coach will be suspended until the report is received.
- 5.4 In the case of official misconduct, the executive shall call the local or provincial Officials Association Allocator to inform them of the complaint and remind them that reports must be filed. If the appropriate reports are not received within 72 hours, the official will be suspended until such time as the reports are received.
- 5.5 The responsible executive member shall then contact the Discipline Committee and set up a time for either a meeting or conference call to deal with the complaint. The Disciplinary Committee shall consist of the Administrative Representative (or designate) and two of the following:
 - 1) OCSAA 1st Vice-President
 - 2) Sport Commissioner
 - 3) OCSAA President
- 5.6 The responsible executive member shall then give written or electronic notice to the offending student or coach and inform them of the time and date of the meeting or conference call and offer the offending student or coach the opportunity to speak directly to the Disciplinary Committee if they should so desire.
- 5.7 The responsible executive member shall phone the Principal of the offending player or coach and the offending player or coach to inform them of the decision of the Disciplinary Committee and to remind them that appeals procedures are laid out in the handbook.
- 5.8 The responsible executive member shall then follow up with a registered letter to the offending player or coach, and the Principal of that individual, detailing the Disciplinary Committee decision.

- 5.9 The responsible executive member shall give written or electronic notice to the appropriate supervisor of officials and inform them that a disciplinary meeting has been held and that appropriate sanctions have been imposed on the offending coach or player. Said sanctions are to be monitored by the offending coach or player's Principal.
- 5.10 The OCSAA shall provide in writing the results of OCSAA Disciplinary Hearings or Disciplinary Appeals Hearings to the Athletic Directors and the Principals of the schools involved, and to athletes, coaches and/or sponsors also involved. BCSS, OCSAA and the appropriate Provincial Sport Commissions shall also be informed in writing by the OCSAA.
- 5.11 A record of offenses (offenders) will be maintained in a data base

Part 6: Disciplinary Appeals Procedures

An appeal to a Disciplinary Committee ruling may be granted if, according to the Administrative Representative or designate, it is shown that "due process" was not given or new information is presented that would have had bearing on the ruling.

6.1 Appeal Procedure For Coaches And Teacher Sponsors

- (a) The appeal of a Disciplinary Committee decision must be made within one week of notification of the discipline ruling and be supported by the school Principal.
- (b) The Disciplinary Appeals Committee shall consist of:
 - (i) The Administrator Representative or designate (different than who sat on the Disciplinary Committee)
 - (ii) The OCSAA Executive Member
 - (iii) A teacher/coach from a non-offending school (different than who sat on the Disciplinary Committee)
 - (iv) The OCSAA President or designate as a non-voting member
- (c) The cost of appeals to disciplinary action shall be the responsibility of the school making the appeal.

6.2 Appeal Procedures For Student Athletes

- (a) The appeal of a Disciplinary Committee decision in a student athlete discipline case must be made within one week of notification of the discipline ruling and be supported by the school Principal.
- (b) The Disciplinary Appeals Committee shall consist of:
 - (i) The Administrator Representative or designate (different than who sat on the Disciplinary Committee)
 - (ii) The OCSAA Executive Member
 - (iii) A teacher/coach from a non-offending school (different than who sat on the Disciplinary Committee)
 - (iv) The OCSAA President or designate as a non-voting member
- (c) The cost of appeals to disciplinary action shall be the responsibility of the school making the appeal.

6.3 Appeal Procedures For Officials

- (a) The appeal of a Disciplinary Committee decision in an officiating case must be made within one week of notification of the disciplinary ruling, and be supported by the local and/or provincial Officials Association.
- (b) The Disciplinary Appeals Committee shall consist of:

- (i) The Administrative Representative
- (ii) The OCSAA President
- (iii) A non-involved coach from the commission school
- (c) The cost of the appeal for the disciplinary action shall be the responsibility of the official's appellant.

ARTICLE E: INJURIES, TRAVEL AND STUDENT OFFICIALS

Part 1: Injuries

- 1.1 It is advisable for each player to have a medical examination prior to a sports season.
- 1.2 Adequate protective equipment must be used and safety precautions enforced.
- 1.3 A School Board Accident Report Form must be completed for all injuries.
- 1.4 Any serious injury must be brought to the attention of the Principal.
- 1.5 Parents should be informed immediately in all cases of a serious injury. Their instructions must be carried out.
- 1.6 Never move a player when a serious back or neck injury is suspected.
- 1.7 An ambulance should be called when in doubt as to the action to be taken in a serious accident.
- 1.8 Coaches are encouraged to take first aid courses and travel with 1st aid kits and have all medical emergency contact information

Part 2: Travel – Inside School District #23

- 2.1 All coaches must assist bus driver in the loading and unloading of students.
- 2.2 All teams are to be picked up where they were dropped off unless the bus driver has been told otherwise.
- 2.3 24 hour notice minimum must be given to the bus dispatcher for cancellation of games.
- 2.4 Bus drivers, when in doubt of a destination, will radio dispatch for instructions.
- 2.5 Bussing will not be provided for senior teams when they are playing within the city core.
- 2.6 No cleats are to be worn on the bus.
- 2.7 For sports that require 5/6 athletes participating at one time (basketball/volleyball), the limit for bus riders is will be determined by SD23 Transit.
- 2.8 As per an SD#23 directive, there will be no scheduled busing provided on weekends. Weekend trips can be booked via a specific request.

Part 3: Travel – Outside School District #23

- 3.1 Check with the Principal and Athletic Director for the school's policies before finalizing any plans.

- 3.2 At your pre-trip meeting, make it very clear to all that consuming alcohol or drugs at any time during the trip is not permitted and that behaviour must be above reproach at all times. Consequences of violating this are most serious.
- 3.3 If a mixed group of students is involved, at least one male and one female teacher should make the trip.
- 3.4 If the students are being accommodated in a hotel or motel, the teachers must also be accommodated there and, if possible, on the same floor in adjacent rooms.
- 3.5 All activities on a trip should be supervised by teachers.
- 3.6 If the students are being billeted, too many students should not be staying at one place and wise pairing of students should be attempted.
- 3.7 Teachers should follow the same rules laid down for the students.
- 3.8 Any problems encountered due to improper conduct must be reported to the school Principal as soon as possible and in writing to the Association President within 48 hours or your return.
- 3.9 The OCSAA will not provide bussing for exhibition games.
- 3.10 *Coverage* will only be provided for one substitute release for each team travelling to *sanctioned* BCSS Provincial Championships (check with your school).

Part 4: Student Officials

- 4.1 Student officials must be well prepared and supported.
- 4.2 If necessary, the coach and sponsor should help officials by taking them aside at the intermission or, if need be, during a stoppage in play specifically to correct an error that is being made by the officials or to prevent incidents from getting out of hand. If play is stopped to do this, coaches and sponsors from both teams should be involved.
- 4.3 After each game the coach or sponsor should give the student official a constructive evaluation of the job done.

SECTION 4

SOCIETY ACT

CONSTITUTION

OKANAGAN CENTRAL SCHOOLS ATHLETIC ASSOCIATION

ARTICLE A: NAME

- 1.1 The name of the Society is “OKANAGAN CENTRAL SCHOOLS ATHLETIC ASSOCIATION”.

ARTICLE B: PURPOSE

The purpose of the Society is:

- (a) To provide students with the opportunity to realize the physical, social and emotional values that can be derived from interschool competition in a wide range of sports.
- (b) To promote competition and sportsmanship, and to develop a high level of excellence in the skills and appreciation of these sports among member schools.
- (c) To co-operate with other athletic administrative bodies within the confines of the Okanagan Valley area.
- (d) To be a member of and follow the guidelines of B.C. School Sports and its sports governing commission.
- (e) To honour the code of desirable practices as set down by B.C. School Sports.
- (f) To organize Okanagan Central Zone Championships and to determine the zone representative for Okanagan Valley competitions.

ARTICLE C: OPERATIONAL PHILOSOPHY

- (a) Athletic programs should span the school grades 6 – 12 along the continuum of participation with gradual but increasing levels of competition. *Member schools will adopt this philosophy for each grade with regards to levels of participation and the degree of competition.*
- (b) Interschool athletics will offer all players playing time and the ability to participate.
- (c) Interschool athletic programs must provide the enriched development necessary for the continuation of elite athletics in post secondary life.
- (d) Interschool athletics expects all team members will follow expected codes of conduct and principles of fair play. Team defining players, coaches, managers, sponsors and parents.
- (e) Interschool athletics is an important supplemental activity which must always be in conformity with the educational objectives of member schools.
- (f) Interschool athletics from grades 6-12 follows a logical systematic progression in philosophy and implementation.
- (g) Interschool athletics expects a level of commitment from all team members to their program which includes team activities, practices and games.

ARTICLE D: PRINCIPLES FOR IMPLEMENTATION BY GRADE

GRADE 4 ELEMENTARY

- i. Introduction to activity and concepts of the game
- ii. Focus on game skills
- iii. "No cut" policy for team sports
- iv. "Standards" may be used for district X-Country and Track & Field meets
- v. Emphasis on participation
- vi. Optional published scores or point total
- vii. Full and equal playing time
- viii. Everyone is encouraged to participate
- ix. Games and lead up modifications in place facilitate skill development
- x. Suggested 6 week season including all practice and play

GRADE 5 ELEMENTARY

- i. Introduction to activity and concepts of the game
- ii. Focus on game skills
- iii. Introduction to individual skills
- iv. "No cut" policy for team sports
- v. "Standards" may be used for district X-Country and Track & Field meets
- vi. Equal multiple teams encouraged if large numbers restrict playing time
- vii. Emphasis on participation
- viii. Optional published scores or point total
- ix. Full and equal playing time
- x. Everyone is encouraged to participate
- xi. Games and lead up modifications in place facilitate skill development
- xii. Suggested 6 week season including all practice and play

GRADE 6/7 ELEMENTARY/MIDDLE

- i. Introduction to activity and concepts of the game
- ii. Focus on game skills
- iii. Introduction to individual skills
- iv. "No cut" policy for team sports
- v. "Standards" may be used to district X-Country and Track & Field meets
- vi. Equal multiple teams encouraged if large numbers restrict playing time
- vii. Emphasis on participation
- viii. Optional published scores or point total
- ix. Full and equal playing time
- x. Everyone is encouraged to participate
- xi. No league standings
- xii. Introduction to Meets / Jamborees
- xiii. Game modification for skill development
- xiv. Suggested 8 week season including all practice and play
- xv. Grade 7's will be given the opportunity to play-up for the high school which they directly feed into. This will be looked at on a case by case basis with the approval of both schools' administration and athletic director.

GRADE 7 MIDDLE

- i. Continuation of concepts of the game
- ii. Focus on individual skills within the context of the game
- iii. "No cut" policy to encourage maximum student participation in a coachable environment
- iv. If a school has more than one team, every effort must be made to form teams of equal number and talent

- v. Emphasis on participation in a competitive environment
- vi. Optional published scores or point total
- vii. Full and equal playing time
- viii. Everyone is encouraged to participate
- ix. No league standings
- x. Introduction to Inclusive Team Championships / Jamborees
- xi. Game modification for skill development
- xii. Suggested 8 week season including all practice and play

GRADE 8 MIDDLE

- i. Continuation of concepts of the game
- ii. Focus on individual skills within the context of the game
- iii. "No cut" philosophy to encourage maximum student participation in a coachable environment
- iv. If a school has more than one team, every effort must be made to form teams of equal number and talent.
- v. Emphasis on participation in a competitive environment
- vi. Published scores or point total
- vii. Full and equal playing time philosophy
- viii. Everyone is encouraged to participate
- ix. League standings
- x. Introduction to Inclusive Team Championships / Jamborees
- xi. Introduction to travel outside the Zone
- xii. Reduction in game modifications for skill development
- xiii. All teams make the playoffs
- xiv. Suggested 9 week season including all practice and play

GRADE 9 MIDDLE

- i. Specialized skill development
- ii. Introduction to try-out process/training camps
- iii. Multiple teams of equal talents is encouraged if large numbers restrict playing time (given scheduling limitations)
- iv. Balance between participation and competition
- v. Size restrictions may apply
- vi. Introduction to travel outside the Okanagan
- vii. Reduction in game modifications for skill development
- viii. Suggested 10 week season including all practice and play

GRADE 10 SECONDARY

- i. Increasingly specialized skill development
- ii. Try-out process/training camps
- iii. Multiple teams encouraged if large numbers restrict playing time (given scheduling limitations)
- iv. Balance between participation and competition
- v. Opportunity for playing time may not be equal
- vi. Participation may not be full and equal
- vii. Team size restrictions apply
- viii. Emphasis on competition within a participatory environment
- ix. Zone, Valley and Provincial Championships
- x. Reduction in game modifications for skill development

- xi. Seasonal length as per BCSS regulations

A, AA, AAA, AAAA SENIOR SECONDARY

- i. High level of skill development
- ii. Try-out process/training camps
- iii. Tiered multiple teams encouraged if large numbers restrict playing time (given scheduling limitations)
- iv. Opportunity for playing time will be less equal
- v. Team size restrictions apply
- vi. Few game modifications in place
- vii. Focus on competition
- viii. Seasonal length as per BCSS regulations

ARTICLE E: DISSOLUTION

On the winding up or dissolution of the Society, the assets of the Society shall not be distributed among the members, or any of them. After all debts have been paid, or provision for their payment has been made, the assets remaining shall be paid, transferred and delivered to the Central Okanagan Bursary Committee or if such committee is no longer in existence, to such charitable group, institution or body as selected by the member of the Society. This provision shall be unalterable.

ARTICLE F: PROFITS

The Society shall operate without purpose of gain or profit to its members and any profits to the Society shall be used in promoting its objects. This provision shall be unalterable.

SECTION 5

SOCIETY ACT

BY-LAWS OF

OKANAGAN CENTRAL SCHOOLS ATHLETIC ASSOCIATION

ARTICLE A: INTERPRETATION

- 1.1 In these by-laws unless the context otherwise requires:
- (a) "Association" means the Okanagan Central Schools Athletic Association, the Society herein.
 - (b) "Directors" means the Directors of the Society for the time being.
 - (c) "Society Act" means the Society Act of the Province of British Columbia for time to time in force and all amendments to it.
 - (d) "Registered Address" of the member means his or her address as recorded in the Register of Members.
 - (e) "Okanagan Valley Schools Athletic Association" means the Association comprised of the member schools of the South Okanagan – Similkameen Athletic Association, The North Okanagan Athletic Association, The Okanagan Central Schools Athletic Association and
- 1.2 The definitions in the Society Act on the date these by-laws become effective apply to these by-laws.
- 1.3 Words importing the singular include the plural and vice versa; words importing the neuter include the masculine and the feminine gender and vice versa.

ARTICLE B: MEMBERSHIP

- 1.1 The members of the Society are the applicants for the incorporation of the Society, and those who subsequently have become members, in accordance with these by-laws and, in either case, have not ceased to be members.
- 1.2 There shall be two classes of membership in the Association:
- (a) Any secondary school in the boundaries of School District #23 in British Columbia which has been accepted in accordance with these by-laws (hereinafter member school).
 - (b) Any teacher who is a teacher in a member school in good standing.
- 1.3 A school or person may apply to the Directors for membership in the Society and upon acceptance by the Directors shall be a member.
- 1.4 Every member shall uphold the Constitution and comply with these by-laws and the Rules and Regulations of the Society passed pursuant thereto.
- 1.5 The amount of membership dues shall be a sum fixed from time to time by resolution of the Directors and ratified by the Board of Governors. If membership dues are not paid

within sixty (60) days of the due date, the member shall cease to be a member in good standing

- Fee Structure
 - SD23 schools \$250 Cautionary Fee
 - Independent Schools & OCSAA Associate Members \$1,656.25 (2017/2018)
 - Equals 1/16 of Schedulers Salary plus \$250 Cautionary Fee

- 1.6 A person shall cease to be a member of the Society:
- (a) By notifying the Directors in writing to the effect that he desires to withdraw from membership in the Society.
 - (b) Upon being expelled.
 - (c) Upon their failure to pay any membership fees, subscription or indebtedness due to the Society, and upon the Directors causing the name of such member to be removed from the register of members.
- 1.7 The Directors shall have the power by a vote of three-fourths (3/4) of those present to expel or suspend any member whose conduct shall have been determined by the Directors to be improper, unbecoming, or likely to endanger the interest or the reputation of the Society, or who willfully commits a breach of the Constitution, By-laws, or Rules and Regulations of the Society. No member shall be expelled or suspended without being notified of the charge(s) or complaint against them or without having first been given an opportunity to be heard by the Directors at a meeting of the said Directors called for that purpose.
- 1.8 Expulsion:
- (a) A member may be expelled by special resolution of the Directors or members passed at a general meeting.
 - (b) The Notice of Special Resolution for expulsion shall be accompanied by a statement of the reason or reasons for the proposed expulsion.
 - (c) The person who is the subject of the proposed resolution for expulsion shall be given an opportunity to be heard at the annual general meeting before the special resolution is put to a vote.

ARTICLE C: MEETINGS OF MEMBERS

- 1.1 The Annual General Meeting of the Association shall be held during the second week of June or such other date as the Directors may from time to time determine but in no case more than fifteen (15) months after the last Annual General Meeting.
- 1.2 General meetings of the Society shall be held at such time and place, in accordance with the Society Act, as the Directors decide.
- 1.3 Every general meeting, other than an Annual General Meeting, is an extraordinary general meeting.
- 1.4 The Directors may, whenever they think fit, convene an extraordinary general meeting.
- (a) Notice of a general meeting shall specify the place, the day and the hour of meeting and, in case of special business, the general nature of that business.
 - (b) Fourteen (14) clear days notice of general meetings shall be given, and notice shall be.
 - (c) Special general meetings may be called within fourteen (14) days of the receipt by the Directors of the written request by one (1) or more members

from any four (4) member schools, provided such request is accompanied by reasons and is countersigned by the Principals of such schools.

- (d) The accidental omission to give notice of a meeting to, or the non-receipt of a notice by, any of the members entitled to receive notice does not invalidate proceedings at that meeting.

ARTICLE D: PROCEEDINGS AT GENERAL MEETINGS

- 1.1 Special business is:
 - (a) All business at an extraordinary general meeting except the adoption or Rules Of Order.
 - (b) All business that is transacted at an Annual General Meeting except:
 - (i) Adoption of the Rules Of Order
 - (ii) Consideration of the financial statements
 - (iii) Report of the Directors
 - (iv) Report of the auditor, if any
 - (v) Election of Directors
 - (vi) Appointment of the auditor, if required
 - (vii) Other business as, under these by-laws, ought to be transacted at an Annual General Meeting, or business which is brought under consideration by the report of the Directors issued with the notice convening the meeting
- 1.2 No business, other than the election of a chairman and the adjournment or termination of the meeting, shall be conducted at a general meeting at a time when a quorum is not present.
- 1.3 If at any time during a general meeting there ceases to be a quorum present, business then in progress shall be suspended until there is a quorum present or until the meeting is adjourned or terminated.
- 1.4 The quorum at any general meeting shall be one (1) voting member from ninety percent (90%) of the member schools, but not less than three (3) persons or such greater number as the members may determine at a general meeting.
- 1.5 If within 30 minutes from the time appointed for a general meeting a quorum is not present, the meeting, if convened on the requisition of members, shall be terminated; but in any other case, it shall stand adjourned to the same day in the next week, at the same time and place or at a time and place specified at the meeting not exceeding two (2) weeks, and if at the adjourned meeting a quorum is not present within 30 minutes from the time appointed for the meeting, the members present constitute a quorum.
- 1.6 Subject to By-law 1.7, the President of the Society, the Vice-President, or in the absence of both, one of the other Directors present shall preside as chairman of a general meeting.
- 1.7 If at a general meeting:
 - (a) There is not President, Vice-President or other Director present with 15 minutes after the time appointed for holding the meeting, or
 - (b) The President and all the other Directors present are unwilling to act as chairman, the
- 1.8 A general meeting may be adjourned from time to time and from place to place, but no business shall be transacted at an adjourned meeting other than business left unfinished at the meeting from which the adjournment took place.
- 1.9 Where a meeting is adjourned for ten (10) days or more, notice of the adjourned meeting shall be given as in the case of the original meeting.

- 1.10 Except as provided in this by-law, it is not necessary to give notice of an adjournment or of the business to be transacted at an adjourned general meeting.
- 1.11 All resolutions proposed at a meeting must be seconded and the chairman of a meeting may move or propose a resolution.
- 1.12 In case of an equality of votes, the chairman shall not have a casting or second vote in addition to the vote to which he may be entitled as a member and the proposed resolution shall not pass.
- 1.13 Member schools may not vote at a meeting of members.
- 1.14 No more than three members teaching at the same member school may vote at a meeting of members, and the Athletic Department and Administration of each member school shall designate said three members (and in any case one Administrator and two teachers, who are not Administrators) for the purposes of each meeting.
- 1.15 Voting is by show of voting cards.
- 1.16 Voting by proxy is not permitted.

ARTICLE E: DIRECTORS AND OFFICERS

- 1.1 There shall be a Board of Governors consisting of the Principal of each SD23 member school, and the Board shall act in an advisory capacity with the chair of the Board being the Administration Representative to the OCSAA, OVSSA & BCSS.
- 1.2 The Board of Governors shall appoint one administrator's representative and one alternate to serve on the Board of Directors.
- 1.3 The Directors may exercise all such powers and do all such acts and things as the Society may exercise and do, and which are not by these by-laws or by statute or otherwise lawfully directed or required to be exercised or done by the Society in general meeting, but subject, nevertheless, to the provisions of:
 - (a) All laws affecting the Society.
 - (b) These by-laws.
 - (c) Rules, not being inconsistent with these by-laws, which are made from time to time.
- 1.4 No rule made by the Society in a general meeting invalidates a prior act of the Directors that would have been valid if that rule had not been made.
- 1.5 The Board of Directors shall interpret this constitution and by-laws and shall make such rules absolute discretion to facilitate the functioning of the Society, and such rules and regulations are binding.
- 1.6 The President, Past President, Vice-President, Athletic Director's Representative, and Administrators' Association Representative shall be the Directors of the Society.
- 1.7 The number of directors shall be at least six (6) or such greater number as may be determined from time to time at a general meeting.

- 1.8 To be a director of the Association, the person must be a member teacher of the Association.
- 1.9 No director shall be entitled to vote at a general meeting of the Association unless designated as a voting member teacher as specified herein for the purposes of that meeting.
- 1.10 The Past President shall automatically be the person who last served as President.
- 1.11 The President, Vice-President, and the Athletic Director's Representative shall be elected at the Annual General Meeting of the Association in June.
- 1.12 The Directors shall appoint an Administrative Assistant who shall attend Directors' meetings but are not entitled to vote at such meetings.
- 1.13 One Administrative Representative shall be appointed by the Board of Governors.
- 1.14 The Directors shall retire from office at each Annual General Meeting when their successors shall be elected.
- 1.15 Separate elections shall be held for each office to be filled.
- 1.16 An election may be by acclamation otherwise it shall be by ballot.
- 1.17 If no successor is elected, the person previously elected or appointed continues to hold office.
- 1.18 The Directors may at any time and from time to time appoint a member as a director to fill a vacancy in the directors.
- 1.19 A director so appointed holds office only until the conclusion of the next following Annual General Meeting of the Society, but is eligible for re-election at the meeting.
- 1.20 If a Director resigns their office or otherwise ceases to hold office, the remaining Directors shall appoint a member to take the place of the former Director.
- 1.21 No act or proceeding of the Directors is invalid only by reason of there being less than the prescribed number of directors in office.
- 1.22 A Director shall cease to hold office in the event:
 - (a) They resign.
 - (b) They become medically or mentally incapacitated.
 - (c) They cease to be a teacher in one of the member schools herein before described.
- 1.23 Any member of the Directors may be removed and a successor may be elected to take their place by a vote of seventy five percent (75%) of the voting members present at any special general meeting of the Association called for that purpose, provided:
 - (a) The notice of such meeting specifies the reason for the meeting and the grounds upon which the removal of such member of the Directors is sought.
 - (b) Similar notice is given to the member of the Directors whose removal is sought.
 - (c) The date of such meeting is not less than fourteen (14) days and not more than thirty (30) days after such notice is given.

- (d) The member of the Directors whose removal is sought has the right to attend such meetings and to speak and present such arguments and evidence as they may wish before the special resolution is put to vote.

- 1.24 No Director shall be remunerated for being or acting as a Director, but a Director may be reimbursed for all expenses necessarily and reasonably incurred by them while engaged in the affairs of the Society.

ARTICLE F: DUTIES AND POWERS OF DIRECTORS

- 1.1 The Directors may meet together at such places as they think fit for the dispatch of business, adjourn and otherwise regulate their meetings and proceedings as they see fit.
- 1.2 The Directors may from time to time fix the quorum necessary for the transaction of business and, unless so fixed, the quorum shall be a majority of the Directors then in office.
- 1.3 The President shall be chairperson of all meetings of the Directors, but if at any meeting the President is not present within thirty (30) minutes after the time appointed for holding the meeting, the Vice-President shall act as chairman, but if neither is present, the Directors present may choose one of their members to be chairman at that meeting.
- 1.4 A Director may at any time and the secretary, on the request of a Director, shall convene a meeting of the Directors.
- 1.5 The Directors may delegate any, but not all, of their powers to committees consisting of such member(s) or director(s) as they think fit.
- 1.6 A committee so formed in the exercise of the powers so delegated shall conform to any rules that may from time to time be imposed on it by the Directors and shall report every act or thing done in exercise of those powers to the earliest meeting of the Directors to be held next after it has been done.
- 1.7 A committee shall elect a chair of its meetings, but if no chair is elected or if at any meeting the chairman is not present within thirty (30) minutes after the time appointed for holding the meeting, the Directors present who are members of the committee shall choose one of their members to be a chair of the meeting.
- 1.8 The members of a committee may meet and adjourn as they think proper.
- 1.9 For a first meeting of the Directors held immediately following the appointment or election of a director or directors at an annual or other general meeting or members, or for a meeting of the Directors at which a director is appointed to fill a vacancy in the Directors, it is not necessary to give notice of the meeting to the newly elected or appointed director or directors for the meeting to be duly constituted, if a quorum of the Directors is present.
- 1.10 Questions arising at any meeting of the subcommittees/committees shall be directed for clarification to the President of the OCSAA.
- 1.11 In case of an equality of votes the chair does not have a second or casting vote.

- 1.12 All resolutions proposed at a meeting of directors or committee of directors must be seconded and the chair of a meeting may move or propose a resolution.
- 1.13 A resolution in writing, signed by all the Directors and placed with the minutes of the Directors, is as valid and effective as if regularly passed at a meeting of directors.

ARTICLE G: DUTIES OF OFFICERS

All officers shall be required to attend executive meetings, as set by the President, as well as each Declaration Meeting.

1.1.1 Immediate Past President

The immediate Past President shall assist the President and Vice-President in their duties and shall provide advice and counsel to the Executive.

The Past President shall:

- (a) Be responsible for the annual revision and publication of the OCSAA Constitution, by-laws, rules and regulations.
- (b) Locate and co-ordinate the rotation of trophies for each OCSAA Championship team.
- (c) Co-ordinate the nominating committee which shall assist in obtaining suitable persons to be candidates for the position of President.

1.2 President

The President shall be presiding officer of the Association, shall be the chair of the directors, and shall preside at all directors' general and special meetings of the Association. He or she shall also be a member, ex-officio, of all committees appointed by the directors or by the Association. He or she shall submit a report of all Association activities to the OCSAA President as per the OCSAA Constitution. The President shall prepare and present reports on the activities of the Association at the Annual General Meeting. He or she shall arrange for association referees clinics in consultation with sports commissioners. The President shall also be apprised of the duties of the Treasurer:

- (a) Keep such financial records, including books of account, as are necessary to comply with.
- (b) Render financial statements to the directors, members and others when required.

1.3 The 1st Vice-President

- (a) The 1st Vice-President shall carry out the duties of the President during his or her absence.
- (b) Be responsible for purchasing and distributing pennants for all OCSAA Championship teams.

- 1.31 Administrative Consultant
(a) OCSAA & SD23 Board

1.4 The **Administrative Assistant/Athletic Scheduler**

The Administrative Assistant shall:

- (a) Conduct the correspondence of the Society.
- (b) Issue notices of meetings of the Society and directors.
- (c) Keep minutes of all meetings of the Society and directors.
- (d) Have custody of all records and documents of the Society except those required to be kept by the Treasurer.
- (e) Have custody of the common seal of the Society.
- (f) Maintain the register of members.
- (g) Establish and maintain seasonal schedule for all leagues.
- (h) Keep record of fines and situations in which they occurred.
- (i) Shall prepare the booklet for the Annual General Meeting.
- (j) Keep such financial records, including books of account, as are necessary to comply with.
- (k) Render financial statements to the directors, members and others when required.

In absence of the Administrative Assistant from a meeting, the directors shall appoint another person to act as secretary at the meeting.

The Athletic Scheduler shall:

- (a) Create and circulate the schedule including starting and ending times for games as well as bus allocation **within one week** of the Declaration Meeting for each season of play. Post the information to the Athletic folder on First Class **within one week** of the Declaration Meeting.
- (b) Update the schedule with necessary changes and inform member schools impacted **within 24 hours** of changes.
- (c) In consultation with the Commissioner and Allocator – generate the playoff schedule for each season of play.
- (d) Consult and collaborate with the Bussing Allocator to confirm the schedule for the District.
- (e) Be available to receive calls and concerns regarding the schedule from Athletic Directors of each school.
- (f) Attend and take minutes for each of the Declaration Meetings. Circulate to OCSAA Executive and Board Representative **within 48 hours** of the meeting.
- (g) Attend and take minutes for each of the Executive Meetings. Circulate to the Executive and Board Representative **within 48 hours** of the meeting.
- (h) Attend and take minutes for the AGM. Generate the Notices of Motion.
- (i) Fulfill duties as required to support the year end coaching Appreciation Banquet.
- (j) Maintain the district web site with updated athletic information.
- (k) Maintain the Constitution and Commission Rules and Regulations. Update accordingly.
- (l) Work well with Sport Allocators to provide adequate levels of officiating.
- (m) Communicate regularly with SD #23 Liason regarding publicity and promotion of OCSAA athletics.
- (n) Record and report all violations of OCSAA policy (including fines) to President of the OCSAA.

Contract to be reconfirmed with Executive annually, (on or before the AGM) for the next year. Income of \$23, 000.00 per year to be paid out at the end of each scheduled season of play.

Note: 2016/17: \$23,000

2017/18: \$23,460 (2% raise)

2018/19: \$23,930 (2% raise)

1.5 **Athletic Directors' Representative**

The Athletic Directors' Representative shall be the chairman of the Athletic Directors' Association and shall represent the point of view of the Athletic Directors of member schools. Other duties as designated by the President.

1.7 **Administrators' Representative** (and alternate)

The Administrators' Representative shall represent the point of view of the COPVPA, and report regularly to the Superintendent and Board of Trustees. Other duties as designated by the President.

1.8 **Middle School Representative**

The Middle School Representative shall represent the point of view of the Middle School members of the Association. Shall maintain an updated spreadsheet of years of service. Shall be responsible for publicity, promotion and recognition of OCSAA Athletics. Other duties as designated by the President.

ARTICLE H: SEAL

1.1 The directors may provide a common seal for the Society and they shall have power from time to time to destroy it and substitute a new seal in place of the seal destroyed.

1.2 The common seal shall be affixed only when authorized by a resolution of the directors and then only in the presence of the persons prescribed in the resolution or if no persons are prescribed, in the presence of the President and Secretary of President and Secretary-Treasurer.

ARTICLE I: BORROWING

1.1 The Society shall have no power to borrow.

ARTICLE J: NOTICES TO MEMBERS

1.1 A notice may be given to a member, either personally or by mail to them at their registered address.

1.2 A notice sent by email shall be deemed to have been given on the second day following that on which the notice is posted, and in proving that notice has been given it is sufficient to prove that the notice was properly addressed.

1.3 Notice of a general meeting shall be given to every member shown on the register of members on the day notice is given. No other person is entitled to receive a notice of general meeting.

ARTICLE K: BY-LAWS

- 1.1 On being admitted to membership, a member is entitled to and the Society shall give them, without charge, a copy of the Constitution, By-laws and Rules and Regulations of the Society currently in force.
- 1.2 These by-laws shall not be altered or added to except by special resolution. A special resolution means a resolution passes in general meeting by a majority of not less than 75% of the votes of those members of a Society who, being entitled to do so, vote in person.
 - (a) Of which the notice that the by-laws provide and not being less than fourteen (14) days notice specifying the intention to propose the resolution as a special resolution has been given; or
 - (b) If every member entitled to attend and vote at the meeting so agrees at a meeting of.

SECTION 6

APPENDIX

OKANAGAN CENTRAL SCHOOLS ATHLETIC ASSOCIATION

Appendix 1 through 5 can be found on the pages that follow

OKANAGAN CENTRAL SCHOOLS ATHLETIC ASSOCIATION

MEMBER SCHOOL VERIFICATION FORM

School Name:

School Address:

Principal:

Athletic Director:

School Phone #:

A.D. Home Phone #:

School Fax #:

A.D. E-mail:

Additional people with e-mail:

BELL TIMES

Start:

Break:

Lunch:

End:

Best time to reach Athletic Director:

School Nickname:

School Colors:

(if changed)

Dominate Color:

Gym Availability Restrictions

Number of usable courts:

Dates:

O.C.S.A.A. COMMISSION REPORT

Year: _____

Sport:
Commissioner:
Number of Schools in League:
Number of Participants:
Particular Accomplishments This Year:
Particular Problems This Year:
Suggestions For Next Year:
GRADE 1-5 (1 being very poor, 5 being very good)
Game Schedule: _____
Bussing: _____
Officiating: _____
Overall Experience: _____

OKANAGAN CENTRAL SCHOOLS ATHLETIC ASSOCIATION

SCHOOL PARTICIPATION FORM FOR THE YEAR 2018-2019

School: _____

**** Please don't alter the format of this form ****

Please indicate the number of students for each grade and sport. Also indicate the total number of coaches for each sport.

SPORT	7 B	7 G	8 B	8 G	9/10 B	9/10 G	11/12B	11/12G	Coaches
Badminton									
Basketball									
Cross Country									
Curling									
Field Hockey									
Football									
Golf									
Rugby									
Soccer									
Tennis									
Track & Field									
Volleyball									
Other									
TOTALS:									

TOTAL PARTICIPANTS: _____

TOTAL COACHES: _____

OKANAGAN CENTRAL SCHOOLS ATHLETIC ASSOCIATION

NOTICE OF MOTION RESOLUTION FORM

Moved by:
Seconded by:
Whereas:
Be it resolved that:

In Favour #: _____ Opposed #: _____ Motion Carried: _____ Defeated: _____
--

AUGIE CIANCONE AWARD NOMINATION FORM

DUE DATE: FIRST WEEK OF FEBRUARY

Nominee: _____ Male Female

School: _____

Parent Name(s): _____

Mailing _____ Address: _____

_____ City: _____

_____ Prov: BC Potstal Code: _____

Phone Number: _____

OCSAA ATHLETICS:(55%)

GR 10 Sports Team(s):

Teams: GR 11 Sports Team(s):

_____ GR 12 Sports Team(s):

_____ **EXTENSION OF OCSAA ATHLETICS (20%)(Sports teams**
participated on outside of school):

_____ **CITIZENSHIP:(10%)**

_____ **LEADERSHIP:(10%)**

ACADEMIC: (5%) 2010-2011 Course Load

Overall GPA: _____

Please include a copy of your official High School Transcripts for the current year!

Plans For Next Year: College _____ University _____ Vocational _____ Other _____

Nominated By: _____

Telephone: _____

Nominator's Comments:

Category	No Basis	Average	Below Average	Good (Above Average)	Very Good (well above average)	Excellent (top 10%)	Outstanding (top 5%)	One of the top few encountered
Academic Motivation								
Academic Growth Potential								
Athletic Motivation								
Athletic Growth Potential								
Work Habit								
Personal Initiative								
Emotional Maturity								
Leadership Ability								

THIS FORM MUST BE ACCOMPANIED BY 3 LETTERS OF REFERENCE, ONE FROM EACH OF THE FOLLOWING:

- 1. OCSAA/OVSAA SENIOR ATHLETICS**
- 2. EXTENSION OF OCSAA/OVSAA ATHLETICS**
- 3. REPRESENTING LEADERSHIP/CITIZENSHIP AND A COPY**
- 4. OFFICIAL HIGH SCHOOL TRANSCRIPTS**

SIGNATURE: _____

DATE: _____

This nomination form is crucial to the decision making of the student athlete of the year. It is essential that it be completed fully.