



DISTRICT 8 ATHLETIC ASSOCIATION BY-LAWS

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BYLAW I: SPORT & ACTIVITIES

Section 1: Current Activities

The District 8 Athletic Association shall co-ordinate inter-school competition as per District 8 Rules and Regulations for the following sports:

Girls

Badminton	Basketball	Cross Country	Curling
Field Hockey	Golf	Hockey	Rugby
Skiing – Alpine	Soccer	Softball	Swimming
Tennis	Track and Field	Volleyball	Wrestling

Boys

Badminton	Basketball	Cross Country	Curling
Football	Golf	Hockey	Rugby
Skiing – Alpine	Soccer	Softball	Swimming
Tennis	Track and Field	Volleyball	Wrestling

Co-ed

Ultimate			
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Section 2: Optional Activities

Sports not mentioned within Section 1 and optional activities are not deemed part of the District 8 program. Any exhibition competition between schools must be approved by the Principals and Athletic Directors of the schools involved.

Section 3: Academic Relationships (Final Evaluations)

The intent of secondary school athletics is to complement academics. To this end scheduling and practice participation will abide by each member school's final evaluations schedule and blackout days.

Section 4: Introduction of New Activities

The following procedure will be used when introducing a new activity:

- a) Application for the introduction of an activity must be made to the Executive of the District 8 Athletic Association and if requested to the Directors meeting in the year prior to participation.
- b) The application must include the following information:
 - i) A rationale to justify the introduction of the new sport
 - i) A set of recommended playing rules and regulations for the sport
 - ii) A statement regarding the availability of facilities
 - iii) A statement regarding the availability of officials
 - iv) The names of the Sport Convenor

- v) A written statement from each school intending to participate that this activity has been sanctioned by the Principal, Physical Education Head and/or Athletic Director
- c) The new sport will operate for a period of two (2) consecutive years on the District 8 schedule and under the articles of the District 8 Constitution before receiving formal acceptance as a sanctioned activity.
- d) A convenor's report to the District 8 Executive and to the Board of Directors must be made at the conclusion of each of the probationary years.
- e) Formal acceptance of the activity as a sanctioned sport may be given by District 8 following the two (2)-year probationary period. A formal request for acceptance must be made in the form of a motion to the District 8 Board of Directors.

BYLAW II: ADVANCING TO CWOSSA PLAY

Section 1: Procedure to Advance Teams from District 8 to CWOSSA Championships

The procedure to advance teams from District 8 to CWOSSA challenge matches and/or CWOSSA Championships is as follows (applied in sequence until a representative is identified):

- a) If there is only one team in a category (i.e. Single A), that team would advance.
- b) Where there are two or more teams tied in a particular category, the team moving furthest through the playoff structure would advance.
- c) If still tied, the team clearly finishing higher in the regular season standings would advance. Ties in the overall point's standings will not be broken here.
- d) If teams are tied with the same win/loss/tie record and one of those teams forfeited a game or games, then that team would be relegated to the lower standing between the tied teams.
- e) If still tied, the team with the better head-to-head record amongst the tied teams would advance. Match wins/losses/ties will be the only factor here (not sets for/against, goals for/against, or points for/against).
- f) If two teams are still tied, a single game playoff will be held with the winner advancing. Home court advantage would be decided by the sport body tie-breaking procedure outlined in the playing regulations.
- g) If more than two teams are still tied, the tie-breaking procedure for that sport as printed in the playing regulations would be used to select the highest finisher for advancement.
- h) In the event of a second place entry representing District 8, the second place team in District 8 in that category will advance based on the previous subsections (a-f) applied in sequence.

Section 2: Procedure to Advance Teams from District 8 to CWOSSA Championships (Leagues divided by geographical divisions)

The procedure to advance teams from District 8 to CWOSSA challenge matches and/or CWOSSA Championships is as follows (applied in sequence until a representative is identified):

- a) If teams from a CWOSSA category (i.e. Single A) are all in one division, the procedure in Section 1 will be used.
- b) If two or more teams in a CWOSSA category from different divisions make the playoffs, the team moving furthest through the playoff structure would advance.
- c) If not resolved and still tied, and two or more teams in a CWOSSA category were eliminated from playoffs in the same level,
 - i. If the tied teams were in the same division: the team that finished ahead in the regular season standings would advance.
 - ii. If the tied teams were in different divisions: the team who won the regular season head-to-head matchup in the regular season would advance.
- d) If one or more teams from the same CWOSSA category make the playoffs within one division, and a team within the same CWOSSA category did not make the playoffs in the other division;

- i. If the team that advances furthest in the playoffs defeated the team that did not make the playoffs in the other division in their regular season matchup, the team that advanced further in the playoffs would advance.
 - ii. If the team that advances furthest in the playoffs was defeated by the team that did not make the playoffs in the other division in their regular season matchup, and if the team that made the playoffs won a playoff match, that playoff team would advance.
 - iii. If the team that advances furthest in the playoffs was defeated by the team that did not make the playoffs in the other division in their regular season matchup, and if the team that made the playoffs does not win a playoff match, the teams will play again, with the winner to advance.
- e) If no teams from the same CWOSSA category in different divisions make the playoffs, the team that won the regular season game between the highest ranked teams of that CWOSSA category from each division would advance.

Section 3: Procedure to Advance Individuals from District 8 to CWOSSA Championships

- a) Procedure to advance individuals from District 8 to CWOSSA are based on CWOSSA entry policies for individual championships

BYLAW III: POSTPONED GAMES

Section 1: Postponing Games

Games may be postponed for the following reasons:

- a) Inclement weather/safety of players and/or coaches protection of playing fields
 - i) It is the responsibility of the host school (home game) to determine whether the game should be postponed. All communication with respect to the postponement must occur before 11:59 a.m. on the game day.
 - ii) After 12:00pm the District 8 Athletic Coordinator in consultation with the President or designate MUST be consulted in the event a game is unplayable. The Athletic Coordinator and District 8 President will make the final decision.
 - iii) In the event that school buses are cancelled due to weather conditions (e.g. snow) games involving teams from a school served by the cancelled buses will be postponed;
 - iv) In the event of a cancelled game the following must be contacted by the host school: (i) District 8 Athletic Coordinator (will contact media and officials); (ii) Visiting school (coach, athletic director, principal); (iii) Sport Convenor
- b) Failure of officials to appear

If after a half hour waiting period, the official(s) fail(s) to appear, the contest will be postponed. If the coaches decide to play the game and if a certified official is available the game may proceed. The coaches must consider safety and control. A non-certified official may be used in non-contact sports so long as the coaches and one executive member agree.
- c) Emergency situation (i.e. power failure, sudden storms...etc.)

When a contest is postponed just before it starts or while in progress, the following guidelines will be used by the District 8 Seasonal Committee in determining a result:

 - i) If one-half or less of the contest has been played, it will be replayed in its entirety;
 - ii) If more than one-half of the contest has been played, the score will stand and the contest will be deemed to have been completed;
 - iii) Sport Playing Regulations specify other than i) and/or ii).

Section 2: Procedures for changing scheduled games

- a) All schedule concerns, changes or recommendations shall be discussed at the coaches meeting and sent to the District 8 Athletic Coordinator via the Athletic Directors
- b) In extenuating circumstances changes may be requested and the following procedures must be used:

- i) Coach shall contact the school Athletic Director to discuss the need for the change. You must have his/her approval for the change;
- ii) Athletic Director must contact the opposing Athletic Director and seek agreement for the change. It is required that the Athletic Director will consult the change with administrator before agreeing to the change;
- iii) When there is approval from both schools the Sport Convenor and the District 8 Athletic Coordinator should be notified in writing;
- iv) The District 8 Athletic Coordinator will then contact the officials;
- v) The District 8 Athletic Coordinator will notify the media if necessary;
- vi) The coaches of teams involved will confirm any changes with administrators and in their respective schools.

Section 3: *Rescheduling of Postponed Games*

- a) It will be the duty of the District 8 Athletic Coordinator and respective Athletic Directors to reschedule the postponed game. Where possible this should be played before the next league game takes place for either team.

Section 4: *Procedure for forfeiture of a league or playoff game*

The following procedures are to be used in the event of a league game being forfeited:

- a) The principal of the school will make the final decision to forfeit a game and notify the Athletic Director
- b) The importance and impact of such a decision, and its effect on schools, teams and the Athletic Association must be considered.
- c) After making the decision to forfeit, the Athletic Director of the forfeiting school will notify the following, of the decision:
 - i) District 8 Athletic Coordinator who will in turn notify the officials and the media.
 - ii) Athletic Director of the opposing school(s) who will notify their principal
 - iii) The coach of the opposing school(s)
 - iv) Sport convenor
 - v) Where appropriate the manager of any facility and/or transportation booked for the event.
- d) The details of the forfeiture are delivered in writing to the President of District 8 within two school days following the decision. The D8 President will forward to all administrators;
- e) The following will be recorded as the official forfeited scores:
 - i) Basketball 20-0
 - ii) Rugby 5-0
 - iii) Volleyball 3-0
 - iv) Soccer 1-0
 - v) Field Hockey 1-0
 - vi) Hockey 1-0
 - vii) Football 7-0
 - viii) Slo-Pitch 5-0
- f) Forfeiting a playoff game will result in an automatic \$200.00 fine to the school who forfeited the game/match.
- g) Forfeiting a regular season game will result in an automatic \$100.00 fine to the school who forfeited the game/match. The team will also be responsible to pay expenses related to the forfeit (if time did not permit these to be cancelled) including, but not limited to: officials, transportation, supply teachers, facility and athletic therapy.

BYLAW IV: PROTESTS, COMPLAINTS, AND SUSPENSIONS

Section 1: *Protests*

The following procedures are to be used in all cases in which a protest is being considered:

- a) If a coach intends to protest a game, courtesy requires that the official and opposing coach be informed of the proposed protest at the conclusion of the game.

- b) This protest must be delivered, in writing, to the convenor of the sport by 4:00 p.m. of the next school day. Included in this protest must be reasons for the protest with reference to specific sections in the Constitution, Bylaws, Rules and Regulations or appropriate sport rulebook if that rule book is quoted in the Sport's Rules and regulations.
- c) The protest must be supported and signed by the Athletic Director, the coach, and the Principal (or designate) and be accompanied with a cheque of \$100 (See Constitution ARTICLE VI: Appeals); successful applications will have their fee returned.
- d) A copy of the protest should be delivered at the same time to the
 - i) Administrator and Athletic Director of the other school
 - ii) District 8 President
 - iii) District 8 Athletic Coordinator
- e) The convenor will investigate the matter promptly and thoroughly and will report the protest to the Athletic Coordinator or President of District 8 Athletic Association which he/she will consult the seasonal committee
- f) A decision will be made with a majority vote made by the seasonal committee and sport convenor. Voting rules as determined by the Constitution
- g) Once a decision is rendered with respect to the way in which the protest should be resolved, they shall make the necessary decision(s) and promptly report the decisions(s), along with rationale to the Administrators of the affected schools. The District 8 President will communicate such decisions to these Administrators. The decision(s), along with relevant information and supporting rationale, shall be kept in the files of the Athletic Coordinator.

Section 2: Complaints

Any negative report on a player, coach, game official, or fan, must be submitted to the Athletic Coordinator who will submit the complaint to the Administrator of the schools in question and where necessary the Athletic Director(s) of the schools in question. The schools will deal with this complaint as per their internal protocol with possible recommendations from the District 8 Executive. Any complaints received by the school first, must be relayed to the Athletic Coordinator.

Section 3: Suspensions

Suspensions: This applies to league, exhibition/tournament play. Suspensions from league play may not be served during exhibition/tournament play. However, suspensions from exhibition/tournament play will carry over to league play.

- a) All actions that remove a player or a coach from a game for unsportsmanlike conduct will automatically result in a 1 game suspension if the regular season for that sport is 7 games or less and a 2 game suspension if the regular season is 8 games or more.
- b) A second suspension will automatically be reviewed by the Seasonal Committee who will review the person's history and determine an appropriate consequence
- c) A further suspension will end the season for the player and or coach, the Seasonal Committee may review the person's history and extend the suspension if they feel it is appropriate.
- d) Any physical action taken towards a game official that causes the player or a coach to be removed from a game will automatically be reviewed by the Seasonal Committee who will review the person's history and extend the suspension if they feel it is appropriate.
- e) Any participation in a violent event following an athletic event will result in automatically be reviewed by the Seasonal Committee who will review the person's history and extend the suspension if they feel it is appropriate.
- f) Suspension reports must be e-mailed to the Convenor, President and the Athletic Coordinator by the coach concerned within 24 hours following the incident or the end of the next school day if the incident occurred on a weekend.
- g) At the call of the President the Seasonal Committee and the sport convenor may meet to consider suspensions, and if necessary, a representative of the Executive may meet with the Principal, Athletic Director, coach and player.

BYLAW V: CONVENORS

Section 1: Selection

The convener shall be nominated at the Coaches Meeting at the end of the playing season. These positions will be approved by the Board of Directors at the next meeting of the Board of Directors.

Section 2: Duties of Convenors

The duties of the convener will be as follows:

- a) Have input in planning schedules, tournaments and play-offs and communicate them to the District 8 Athletic Coordinator as requested.
- b) Schedule preseason and postseason meetings
- c) Prepare a summary of the season
 - i) Reports are to be submitted to the Athletic Coordinator
 - ii) Reports are to be submitted by:
 - 1) Fall Sports – December 15th
 - 2) Winter Sports – April 1st
 - 3) Spring Sports – June 15th
 - iii) Reports will be presented at the next available board meeting
- d) Recommendations for changes to the constitution, rules and regulations and scheduling shall be sent to the Athletic Department Coordinator according to the timeline listed in By-Law V; Section 2ii.
 - i) The convener or representative should be present for clarification purposes at the Board of Director's meeting where changes to the constitution or playing regulations pertinent to that sport are being presented.
- e) Make certain all eligibility forms are received prior to the first league competition.
 - i) Convenors should send a complete set of all eligibility sheets to District 8 Athletic Coordinator;
 - ii) Convenors should maintain an accurate and up-to-date record of eligible players.
- f) Arrange for the presentation of a trophy or plaque at the championship game or tournament.
- g) Deal with protests and suspensions as in Bylaw IV, Protests and Complaints and Suspensions - and report to the President and Athletic Coordinator

Section 3: Coaches Meetings

- a) Voting at a coaches meeting will be limited to the coaches present (no proxy votes) and the number of votes for each school will be determined by the number of teams involved in the sport. (e.g. a junior and senior team = two votes)
- b) Agenda items for coaches meetings should include:
 - playing regulations
 - professional development
 - refereeing
 - special medical rules
 - schedules
 - eligibility
 - tournaments
 - All-star selection (when necessary)
 - play-offs
 - constitutional and playing regulation changes
 - publicity
 - league expectations re coaches' and players' conduct

The Convener shall provide the agenda and minutes of all coaches meetings to the District 8 Athletic Coordinator, who shall:

- i) Forward to school Athletic Director(s) and Seasonal Committee;
- ii) Maintain a record of all minutes and meetings.

BY-LAW VI: COACHES

Section 1: Coaches

District 8 is opposed to the principle of using non-staff coaches. Every effort should be made to obtain the services of a suitable teacher to coach school teams.

Duty of care is the responsibility of the school and its staff. All teams must be in the charge of a staff member of the school which they represent who will be responsible to the Association for the conduct of the team.

The following are acceptable coaches:

- a) Regular staff of the school or school board, academic and non-academic, may coach.

Section 2: Volunteer Coaches

Should the need for a volunteer coach arise:

- a) There must be a staff member present at all games and practices;
- b) Volunteer coaches from the community are under the direct supervision of the Athletic Director and Administration of the school;
- c) It is the responsibility of each school to govern their volunteer coaches.

Section 3: Representation

A game will not begin unless a staff member is present, responsible and on the bench, and may not continue if an appropriate staff member is unable to be present. Should no staff member be present the team will forfeit the game under Section Forfeit Procedures of the By-laws

BY-LAW VII: AWARDS & ALL-STARS

Section 1: Team Sports

Student-Athletes participating in team sports have the opportunity to receive the following recognition:

Volleyball*	1st / 2nd	5 championship plaques Boys – JR/SR Girls – M/JR/SR	11 (1 st /2 nd Team) + 1 libero in Junior & Senior	1 – Senior
Basketball*	1st / 2nd	5 championship plaques Boys – M/JR/SR Girls –JR/SR	10 (1 st /2 nd Team) In Junior & Senior	1 – Senior
Soccer	1st / 2nd	3 championship plaques Boys – JR/SR Girls - Open	11 (1 st Team) In Junior & Senior or Open	1 – Senior or Open
Rugby	1st / 2nd	3 championship plaque Boys - JR/SR Girls – Open	15 (1 st Team) In Junior & Senior or Open	1 – Senior or Open
Field Hockey	1st / 2nd	1 championship plaque Girls - Open	10 (1 st Team)+ 1 goalie in Open	1 – Open
Football	1st / 2nd	2 championship plaques JR/SR	24 (1 st /2 nd Team) - Senior 24 - Junior	1 – Senior
Ultimate	1st / 2nd	1 championship plaques	-	-
Slo-Pitch	1st / 2nd	2 championship plaques	10 (Boys)	1 – Boy & Girl

		BOYS/GIRLS	10 (Girls)	
Curling	1st / 2nd	2 championship plaques BOYS/GIRLS	-	-
Ice Hockey	1st / 2nd	2 championship plaques BOYS/GIRLS	12 (1 st /2 nd Team)	1 – Senior or Open

* Midget team sports allowed a “MVP” style award based on weekly tournament format

Section 2: Individual Sports

Student-Athletes participating in individual sports have the opportunity to receive the following recognition:

Track & Field	1st/2nd/3rd Boys – M/JR/SR Girls – M/JR/SR	1st – 8th Ribbons	9 championship plaques	No
Cross Country	1st/2nd/3rd Boys – M/JR/SR Girls – M/JR/SR	4th – 8th Ribbons	9 championship plaques	No
Swimming	1st/2nd/3rd Boys – M/JR/SR Girls – M/JR/SR	1st – 8th Ribbons	3 championship plaques	No
Badminton	1st/2nd/3rd Boys – JR/SR / Doubles (JR/SR) Girls –JR/SR / Doubles (JR/SR) Mixed –Doubles (JR/SR)	N/A	3 championship plaques	No
Tennis	1st / 2nd Boys – JR/SR/Doubles(JR/SR) Girls –JR/SR/Doubles (JR/SR) Mixed –Doubles (JR/SR)	N/A	6 championship plaques	No
Wrestling	1st/2nd/3rd Boys – 16 categories Girls –13 categories	N/A	2 championship plaques	No
Golf	1st/2nd/3rd Boys – Open Individuals Girls –Open Individuals 1st Boys – Team Champions Girls – Team Champions	N/A	2 championship plaques	No

Section 3: All-Star Recognition

All-Stars (as determined in Section 1 & 2) will be honoured using the following guidelines:

Midget

- No All-Stars of any kind awarded

Junior:

- Name on website/Media Release
- T-Shirt (Generic)

Senior:

- Name on website/media release
- T-Shirt (Generic)

- Picture in KW Record (First Team Only) – only if possible (copy of picture available via e-mail)

Section 4: *Academic All-Stars & Academic Elite*

District 8 will annually recognize student-athletes as Academic All-Stars who have made a contribution on the field of play as well as in the classroom using pre-determined criteria and a pre-determined average of all classes (see criteria listed in Academic All-Star Terms of Reference updated annually by Athletic Directors). This award will be distributed in June.

Academic Elite Awards will honour the top-student athletes from the District 8 Academic All-Stars in both Junior and Senior categories. This is awarded to each school's student athlete who competes in two major sports (as defined by District 8 constitution) and obtains the highest average marks. A junior (male and female) and senior (male and female) student-athlete at each school will be honoured with this distinction for a total of 32 awards (16 junior, 16 senior). (*see criteria listed in the Academic Elite Terms of Reference). This will be a yearly award – distributed in June