

E.O.S.S.A.A. CONSTITUTION,

BY-LAWS,

AND APPENDICES

Revised/rewritten: May 2024

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ARTICLE I NAME

This Association shall be known as the Eastern Ontario Secondary Schools Athletic Association, hereinafter referred to as EOSSAA.

ARTICLE II AIMS AND OBJECTIVES

EOSSAA is dedicated to the promotion and enhancement of the educational value of school sport.

- (a) To provide leadership on behalf of Local Associations in support of the educational value of school sport;
- (b) To conduct EOSSAA secondary school sport Championships which provide incentives for students at the local level to participate in interschool sport, and which create an awareness of the educational benefits of participation;
- (c) To promote friendly relationships among the member schools;
- (d) To promote fair play and equal opportunities for success in all secondary school competitions within EOSSAA;
- (e) To promote gender equity awareness and practices (refer to Appendix III);
- (f) To provide services, such as Playing Regulations, Codes of Behaviour, Championship calendar, etc.; for participants, teachers, coaches, administrators and Local Associations to conduct and enhance school sport;
- (g) To promote and foster all the desirable qualities to be achieved from competitive sport;
- (h) To encourage the recognition of the integral role of school sport in any sport and fitness delivery system.

ARTICLE III MEMBERSHIP

Section 1: Geographical Area

EOSSAA shall consist of all eligible secondary schools in Eastern Ontario, in the counties of Dundas, Frontenac, Glengarry, Grenville, Lanark, Leeds, Lennox-Addington, Prescott, Renfrew, Russell, and Stormont.

Section 2: General

EOSSAA shall consist of groups of schools, hereinafter referred to as Local Associations, which meet the requirements stated in this Constitution. These Local Associations are to

be comprised of secondary schools approved by the Ministry of Education, Ontario.

Section 3: Methods of Application and Conditions of Membership

- (a) Any Secondary School within the geographical area of EOSSAA wishing membership shall:
 - i) be a member in good standing of one of the six EOSSAA Local Associations.
 - ii) forward a formal application to the EOSSAA Secretary by March 1st indicating that they are willing to abide by the Articles of the Constitution, by the By-Laws, and by the Playing Regulations of EOSSAA. The EOSSAA Secretary shall forward copies of this application to all Executive members within fourteen (14) calendar days.
 - iii) be granted provisional EOSSAA membership for a period of one year, by a two-thirds majority vote of representatives at the following EOSSAA Legislative Council.
 - iv) be granted permanent membership upon completion of its provisional membership by a two-thirds majority vote of representatives present at the following EOSSAA Legislative Council.
- (b) Any Secondary School outside the geographical area of EOSSAA wishing membership shall:
 - i) be accepted as a member of one of the six EOSSAA Local Associations.
 - ii) forward a formal application to the EOSSAA President by October 15th, for implementation no earlier than the following September, indicating that they are willing to abide by the Articles of the Constitution, by the By-Laws, and by the Playing Regulations of EOSSAA. The EOSSAA President shall forward copies of this application to all Executive members within fourteen (14) calendar days and post this application on the EOSSAA website.
 - iii) be granted provisional EOSSAA membership for a period of one year, by a two-thirds majority vote of the representatives present at the following EOSSAA Legislative Council.
 - iv) be granted permanent membership upon completion of its provisional membership by a two-thirds majority vote of the representatives present at the following EOSSAA Legislative Council.
- (c) The EOSSAA President shall present the application to the next meeting of the Board of

Directors for its consideration and recommendation to the Legislative Council

- (d) The President shall have the power, for just cause, as hereinafter defined, to suspend a school from EOSSAA membership. In such case, the suspended school shall have the right to request a meeting of the Board of Directors within ten (10) days to consider its case.

The Board of Directors shall have the power of suspension and expulsion for deliberate violation of any Article, By-Law or Playing Regulation of EOSSAA. Such suspension or expulsion may be appealed to a Board of Reference within thirty (30) days or as specified in the By-Laws from time to time and the decision of the Board of Reference shall be final.

- (e) Schools in good standing at the end of any school year shall remain in good standing upon payment of their EOSSAA membership dues for the next school year unless suspended or expelled for good and sufficient cause.

Section 4: Acceptance of Membership of Schools

Schools approved for membership are accepted upon payment of the membership dues. Acceptance of membership in EOSSAA entails an obligation to abide by the Constitution, by the By-Laws, and by the Playing Regulations of EOSSAA.

Section 5: Schools Withdrawing from EOSSAA

A school withdrawing from EOSSAA shall forward a letter to the EOSSAA President, no later than March 1st, indicating its intention to withdraw from EOSSAA. The EOSSAA President shall forward copies of this letter to all Executive members fourteen (14) calendar days prior to the Spring Board of Directors meeting and post this information on the EOSSAA website.

Section 6: Membership Fees, Penalties, Reinstatement

- (a) Annual fees shall be assessed to each school based on the October 31st enrolment of that playing year. Membership fees must be sent to the EOSSAA Treasurer no later than the third Friday in November.
- (b) Any school failing to pay the membership fee to the EOSSAA Treasurer by the third Friday in November shall be considered ineligible for membership in EOSSAA, and for participation in EOSSAA events effective December 1st.
- (c) A school which has been suspended due to non-payment of membership fees shall be suspended until their application for re-instatement has been accepted by the Board of Directors, the amount in arrears having been made up in advance.

ARTICLE IV ORGANIZATIONAL STRUCTURE

Section 1: The Legislative Council

The Legislative Council, hereinafter referred to as the Council, shall be the decision-making body of EOSSAA. The Council shall determine the policies and establish principles for conducting the affairs of EOSSAA.

(a) Councillors

All of the Councillors shall be chosen from those employed on the teaching staff of member schools. A teacher is defined as a member of the Ontario College of Teachers or a holder of an Ontario Teacher's Certificate or equivalent.

The Council shall be constituted as follows:

- i) The members of the Executive
- ii) Two representatives from each school
- iii) The Principals' representative from each member Local Association
- iv) All former Past Presidents of EOSSAA shall be honorary ex-officio (non-voting) lifetime members of EOSSAA
- v) Ex-officio (non-voting) members of the Legislative Council shall include any other interested persons from each school.

(b) Voting

The quorum for the transaction of business shall be thirty-five (35) voting members. Each school has one (1) vote. The principals' representative from each Local Association shall have one (1) vote. Proxy votes shall not be accepted. A majority vote shall carry or defeat a motion unless otherwise specifically excepted herein.

(c) Meeting

The Council shall meet each school year between April and June inclusive. of each school year. Other meetings shall be called by the President or upon request of a majority of Councillors (voting members); which request shall be sent to the President. Proposed topics and notices of motion for discussion shall be sent to the President and Secretary

prior to fifteen (15) days before the EOSSAA Annual General Meeting. Notices of motion will be circulated to all Executive Council / Athletic Directors for distribution, comments, review to all coaches seven (7) days prior to the AGM. Notices shall be sent to all Councillors at least fourteen (14) days prior to any such meetings. Minutes of the Council shall be posted on the EOSSAA website no later than September 30, or fourteen days after in the case of special meetings.

It is the responsibility of each member school to have a representative in attendance at the Legislative Council. Roll call shall be taken to record the presence or absence of the representative from each school. The principal of schools with a representative not in attendance shall receive a letter from the secretary advising him/her of the absence and encouraging attendance at subsequent meetings.

Section 2: Board of Directors

The Board of Directors, hereinafter referred to as the Board, shall be empowered by the Council to transact EOSSAA business between meetings of the Council and is responsible to the Council.

Directors, as such, shall not be held personally liable for any decisions made or actions taken in the performance of their duties as Directors, provided said decisions or actions are made in good faith and EOSSAA shall indemnify and save the Directors harmless from any and all causes of action, howsoever they may arise, in connection with the performance of their duties as Directors.

(a) Directors

The Board shall consist of:

- i) President,
 - ii) Immediate Past-President,
 - iii) Secretary,
 - iv) Treasurer,
 - v) Championship Coordinator for Boys' Activities,
 - vi) Championship Coordinator for Girls' Activities,
 - vii) EOSSAA Boys' Representative to OFSAA,
 - viii) EOSSAA Girls' Representative to OFSAA
 - ix) the Principals' Representative to OFSAA
 - x) two Representatives from each Local Association
 - xi) transfer Chair – non-voting
 - xii) special project coordinator(s) – non-voting
 - xiii) the EOSSAA Representative to the Ontario Federation of Athletic Coordinators (OFAC) – non-voting
- The EOSSAA Representative to OFAC will be chosen from the present or retired Athletic Coordinators from the EOSSAA Associations that have AC's (presently KASSAA and UOVHSSA). The provision for retired persons has precedence in that Section 1 ;Legislative Council allows for the following: iv) All former Past Presidents of EOSSAA

shall be honorary ex-officio (non-voting) lifetime members of EOSSAA

(b) Duties

- i) The Board shall recommend the policies and principles for conducting co-educational activities and shall be responsible to the Council.
- ii) The Board shall be responsible for administering the OFSAA Leadership in School Sport Award, the Pete Beach Award, and the EOSSAA Retirement Award. (Refer Appendices XIV-A, XIV-B, and XV).
- iii) At the spring Board meeting prior to elections, the Board shall seek candidates for: President, Secretary, Championship Coordinator for Boys' Activities, the EOSSAA Girls' Representative to OFSAA in even numbered years; and the Championship Coordinator for Girls' Activities, Treasurer, and the EOSSAA Boys' Representative to OFSAA in all odd numbered years. Nominations shall also be accepted from the floor at the Legislative Council.

(c) Voting

- i) The quorum for the transaction of business shall be ten (10) persons. Each Director or duly appointed substitute shall have one (1) vote. Proxy votes shall not be accepted. A majority vote shall carry or defeat a motion unless otherwise specifically excepted herein or in the By-Laws as they may be from time to time.
- ii) At the discretion of the President, a former Past President may vote in place of the immediate Past President if the immediate past President holds another voting position on the Board of Directors.

(d) Meetings

- i) The Board shall meet at least three times in each school year (Fall – Sep.; Winter – Dec.; Spring - March-April). Other meetings may be called by the President or upon request of a majority of Directors, which request shall be addressed to the EOSSAA Secretary. Notices shall be sent to all Directors at least fourteen days prior to any such meeting. Minutes of all meetings of the Board of Directors shall be sent to all directors and posted on the EOSSAA website for member schools no later than fourteen (14) days after such meetings.

ii) Meeting agenda template:

- 1. Call to Order
- 2. Attendance
- 3. Adoption of the agenda
- 4. Remarks by the Chair

5. Adoption of the Minutes
6. Business arising from the minutes
7. Reports
 - a) Local Association Reports
 - b) Principal's Report
 - c) OFSAA Representatives Report
 - d) Treasurer/Financial Report
 - e) Transfer Report
8. New Business
9. Motion to adjourn

Section 3: Executive Committee of the Board

The Executive Committee of the Board, hereinafter referred to as the Executive, shall be empowered by the Board to transact EOSSAA business between meetings of the Board. The Executive is composed of members of the Board and is responsible to the Board. No member of the Executive shall hold more than one (1) position.

(a) Executive Members

The Executive shall consist of:

- i) President,
- ii) Immediate Past-President,
- iii) Secretary,
- iv) Treasurer,
- v) Championship Coordinator for Boys' Activities,
- vi) Championship Coordinator for Girls' Activities,
- vii) EOSSAA Boys' Representative to OFSAA
- viii) EOSSAA Girls' Representative to OFSAA,
- ix) Principals' Representative to OFSAA

(b) Voting

The quorum for the transaction of business shall be five (5) persons. Each Executive Member shall have one (1) vote. A majority vote shall carry or defeat a motion unless otherwise specifically excepted herein or in the By-Laws as they may be from time to time.

(c) Meetings

Meetings may be called by the President or upon request of a majority of Executive Members, which request shall be addressed to the EOSSAA Secretary. Notice shall be

given to all Executive Members prior to any such meeting.

(d) OFSAA Voting Responsibilities

The following members of the Executive shall have voting privileges at the OFSAA AGM:

- i) the President of the Legislative Council (1 vote)
- ii) the Principals' Representative
- iii) the Boys' Representative to OFSAA
- iv) the Girls' Representative to OFSAA

(e) Duties of EOSSAA Secretary - (refer to Appendix XVII)

(f) Duties of EOSSAA Treasurer - (refer to Appendix XVIII)

(g) Duties of the Championship Coordinators - (refer to Appendix XXI)

(h) Vacancies

In the event that a member of the Executive is unable to complete a term of office, the Executive shall be empowered to appoint an individual to serve until the next spring meeting.

Section 4:

- (a) All of the officers of the Executive shall be chosen from those employed on the teaching staff of member schools. A teacher is defined as a member of the Ontario College of Teachers or a holder of an Ontario Teacher's Certificate or equivalent.
- (b) The Transfer Appeal Chair may be appointed by the Executive.
- (c) The Principals' Representative(s) to OFSAA shall be selected by the Executive from those applications received from the Principals of EOSSAA member schools.

Section 5:

The EOSSAA Principals' Representative to OFSAA shall be selected for a term of two (2) years.

ARTICLE V COMMITTEES

Section 1:

There shall be Ad Hoc Committees as deemed necessary and approved by the Council, Board or Executive.

ARTICLE VI BOARDS OF REFERENCE

Section 1 – Structure:

(a) Board of Reference - General

This Board of Reference shall consist of not fewer than three (3) members of the Association's Executive Council. The Executive Council shall appoint the members to this Board of Reference.

(b) Board of Reference - Sanctions

This Board of Reference shall consist of not fewer than three (3) members, who are currently employed teachers/administrators, selected by the President and approved by a majority of the members of the Executive Council.

(c) Board of Reference – Transfers

The Board of Reference Transfers shall consist of not fewer than three (3) members: one shall be the Transfer Chair; the other two shall be currently employed teachers/administrators. They shall be selected by the Transfer Chair and approved by a majority of the members of the Executive Council.

Section 2 – Duties

(a) Board of Reference - General

This Board of Reference shall be empowered to interpret Articles of the Constitution, By-Laws (including Appendices), and Standing Rules (Playing Regulations) of the Association and to deal with referrals and references as it shall deem appropriate.

(b) Board of Reference - Sanctions

This Board of Reference shall be empowered to adjudicate the level of sanctions to be imposed for violations of Association Articles, By-Laws, Appendices and Standing Rules (Playing Regulations).

(c) Board of Reference – Transfers

This Board shall be empowered to shall be empowered to interpret OFSAA's Transfer Policy as defined in their By-Laws from time to time

i) All decisions of the EOSSA's Board of Reference - Transfers are final, unless appealed to OFSAA's Board of Reference - Transfers. See OFSAA By-Law 5 for further information on appeals!

ARTICLE VII AMENDMENTS

Section 1:

The Constitution may be amended at any regular meeting of the Council at which a quorum is present, by a two-third (2/3) majority of those Councillors (Voting members) present.

Section 2:

Proposed amendments must be in the hands of the EOSSAA President who will then post them on the EOSSAA website at least fourteen (14) days prior to Council. (Refer to Appendix XIII A and XIII B)

Section 3:

Amendments must be voted upon as submitted, except changes in wording for clarification purposes.

Section 4:

Approved amendments shall be effective as of September 1st following their adoption.

E.O.S.S.A.A. BY-LAWS

BY-LAW 1 MEMBERSHIP

Section 1: Members

Within the meaning of the Constitution, EOSSAA shall be divided into six (6) Local Association areas as listed below:

KINGSTON AREA SECONDARY SCHOOL ATHLETIC ASSOCIATION (KASSAA):

Bayridge S. S.	Ernestown S. S.
Frontenac S. S.	Holy Cross C.S. S
Katarokwi Learning Center	Lasalle S. S.
Kingston C. V. I.	E. S. Mille Iles
Loyalist C. V. I.	Napanee D. S. S.
E. S. C. Marie-Riviere	Regiopolis-Notre Dame C. H. S.
Granite Ridge Education Centre	Sydenham H. S.

LANARK COUNTY INTERCOLLEGIATE ATHLETIC ASSOCIATION (LCIAA):

Almonte D. H. S.	Carleton Place H. S.
Notre Dame C. H. S.	Perth D. C. I.
Smiths Falls D. C. I.	St. John C. H. S.

LEEDS & GRENVILLE SECONDARY SCHOOLS ATHLETIC ASSOCIATION (LGSSAA):

A.C. Ange Gabriel
Brockville C. I.
Gananoque S. S.
Rideau D. H. S.
St. Michael's C. H. S.
Thousand Islands S. S.

Athens D. H. S.
Fulford Academy
North Grenville D. H. S.
St. Mary C.H. S.
South Grenville D. H. S.

PRESCOTT-RUSSELL SECONDARY SCHOOLS ATHLETIC ASSOCIATION
(PRSSAA):

E. S. Casselman
E. S. L'Escale
E. S. Le Sommet
E. S. Le Relais
L'Academie de la Seigneurie
St. Thomas Aquinas
Russell High School

E. S. Embrun
E. S. R. Hawkesbury
E. S. Plantagenet
Rockland D. H. S.
St. Francis Xavier C. H. S.
Vankleek Hill C. I.

STORMONT, DUNDAS & GLENGARRY SECONDARY SCHOOLS ATHLETIC
ASSOCIATION (SD&GSSAA):

Char-Lan D. H. S.
Cornwall C. V. S.
Glengarry D. H. S.
E. S. L'Heritage
Seaway D. H. S.
E. S. St. Lawrence I. S.

E. S. La Citadelle
Holy Trinity C.H.S.
North Dundas D. H. S.
St. Matthew Catholic S.S.
St. Joseph's C. S. S.
Tagwi S. S.

UPPER OTTAWA VALLEY HIGH SCHOOL ATHLETIC ASSOCIATION
(UOVHSAA):

Arnprior D. H. S.
Centre Scolaire Catholique Jeanne Lajoie
Valour JK -12 School
Mackenzie Community School
Opeongo H. S.
St. Joseph's C. H. S.

Bishop Smith C. H. S.
Fellowes H. S.
E.S.P. L'Equinox
Madawaska Valley D. H. S.
Renfrew C. I.

Section 2: Membership Requirements

- (a) All Local Associations are responsible for submitting to the EOSSAA Secretary their

Constitution, By-Laws and Playing Regulations and changes and amendments in their Constitutions as they occur.

- (b) EOSSAA shall recognize the Constitution, By-Laws and Playing Regulations of each Local Association provided that in so doing the Constitution, By-Laws and Playing Regulations of EOSSAA are in no way compromised.
- (c) Annual school membership dues shall be paid to the EOSSAA Treasurer not later than the third Friday in November. The yearly fee shall be per student based on the October 31st enrolment of that school year. The sum of this fee is to be determined at the previous years' legislative council meeting.
- (d) Each Local Association shall forward to the EOSSAA Treasurer one payment for all EOSSAA fees.
- (e) Any school in default at the latter date shall be considered to have forfeited its membership in EOSSAA and shall be considered ineligible for participation in EOSSAA events. A school which has been suspended due to non-payment of membership fees shall be suspended until its application for re-instatement has been accepted by the Board, the amount in arrears having been made up in advance.

In the event of extenuating circumstances, appeal may be made by the school to the Executive.

Section 3: Local Association Affiliation

A school wishing to change its Local Association affiliation must submit this intention to the EOSSAA Secretary before the fall meeting of the Board. This application will be considered by the Board, and would become effective one year hence. Such a change would become effective sooner if there is complete agreement by the two Local Associations involved in the change. A school wishing to change its Local Association affiliation must do so for all sports.

BY-LAW 2 LEGISLATIVE COUNCIL

Section 1:

(a) Structure

- I) The Legislative Council, hereinafter referred to as the Council shall be composed of a representative from the teaching staff of each school. A teacher is defined as a member of the Ontario College of Teachers or a holder of an Ontario Teacher's Certificate or equivalent.
- ii) Ex-officio (non-voting) members of the council shall include coaches and other interested persons from each school.

(b) Duties

The Council shall determine the policies and principles for conducting boys', girls', and coeducational activities.

(c) Voting

The quorum for the transaction of business shall be the majority of member schools present. Each school shall have one (1) vote. Proxy votes shall not be accepted. A majority vote will carry or defeat a motion.

(d) Meetings

- i) The council shall meet in the spring.
- ii) Roll call shall be taken to record the presence or absence of the representative from each school. The principal of schools with representatives not in attendance shall receive a letter from the President advising them of this absence and encouraging attendance at subsequent meetings.
- iii) Other meetings may be called by the President or upon a request of a majority of the council representatives, which request shall be addressed to the President. Notices shall be sent to all representatives fourteen (14) days prior to any such meeting.
- iv) The President shall be the presiding officer of the meetings.
- v) Minutes of council meetings shall be sent to all council representatives and posted on the EOSSAA website no later than fourteen (14) days after such meetings.

BY-LAW 3 COMPETITION

Section 1: Activities

EOSSAA shall co-ordinate EOSSAA Championship competition in the following sports:

Co-ed Badminton	Girls' Rugby
Baseball	Co-ed Alpine Skiing
Boys' Basketball	Co-ed Nordic Skiing
Girls' Basketball	Co-ed Snowboarding
Co-ed Cross Country	
Curling	Boys' Soccer
Girls' Field Hockey	Girls' Soccer
Football	Co-ed Swimming

Boys' Golf
Girls' Golf
Girls' Gymnastics
Boys' Ice Hockey
Girls' Ice Hockey
Boys' Rugby

Co-ed Tennis
Co-ed Track and Field
Boys' Volleyball
Girls' Volleyball
Co-ed Wrestling
Co-ed Ultimate

Section 2: Sports Advisory Committees (SAC)

- (a) EOSSAA shall establish Advisory Committees for sports listed in Section 1. Each Committee shall be comprised of a minimum of three (3) members who together represent at least three (3) Local Associations of EOSSAA. They shall elect a Chairperson from among their number.
- (b) Meetings shall be held at the call of the Chairperson.
- (c) The Committee shall evaluate the interschool activity in that sport. It shall make recommendations as to changes in existing playing regulations and for the conduct of future competitions.
- (d) The SAC Chairperson shall forward recommendations made by these Committees to the Board of Directors and the Legislative Council for action.
- (e) All costs for travel, meetings, production of the updated Playing Regulations will be incurred by EOSSAA.

Section 3: Calendar

The Championship Coordinators shall establish the next year's championship calendar no later than the Legislative Council Meeting. The calendar shall list the championship, the date, the convenor, the school, the home telephone number and email address of the convenor and the Local Association.

Section 4: EOSSAA Championships

- (a) Championship events are co-ordinated by EOSSAA and are open to all Local Associations.

(b) Duties and Responsibilities of Championship Convenors

A convenor shall be determined for each EOSSAA activity no later than the Legislative Council.

A convenor shall hold his/her position at the discretion of EOSSAA.

A convenor of an EOSSAA championship shall:

- i) be a member of the College of Teachers and/or a school staff member from the convening school and main contact for an EOSSAA Championship. This does not preclude community coaches from being co-convenors.
- ii) be present at the championship site or designate a suitable replacement.
- iii) be responsible for the complete supervision, organization, administration, and financing of his/her championship. (Refer to Appendices V, VI, VII, & VIII)
- iv) be responsible for forwarding an information package about the general features of the championship to each Local Association's convenor, no later than one (1) month before the date of the championship.
- v) be responsible for making the necessary arrangements with the Referee-in-Chief of his/her particular activity regarding officials for his/her particular championship.
- vi) be responsible for reporting to the appropriate Championship Coordinator all matters of misconduct of any person connected with a team belonging to the EOSSAA Championship within 48 hours. (Refer to Appendices II & III and By-Law 5)
- vii) be responsible for reporting to the appropriate Championship Coordinator any Local Association which fails to participate in a championship after declaring intent.
- viii) be responsible for insuring that the necessary trophies and awards are available for presentation at all championships. Report to the appropriate Championship Coordinator if a trophy is not available for presentation.
- ix) submit a proposed budget to the appropriate Championship Coordinator no later than one (1) month prior to the championship (to be considered for overruns by the Board).
- x) submit a written report at the annual general meeting in the spring. The report shall include a financial statement. The report shall indicate the Local Association representatives in each championship. The report shall indicate the CHAMPION, and the Finalist - (School name and the coach's name).

Section 5: Awards

- (a) The EOSSAA team plaque shall be awarded to the first and second finishers at EOSSAA Championships. First place finishers shall also receive medallions.
Numbers for team sports as follows:

Baseball - 22
 Boys' Basketball - 18
 Girls' Basketball - 18
 Boys' Curling – 7
 Girls' Curling - 7
 Boys' Soccer - 24
 Girls' Soccer - 24
 Girls' Field Hockey - 23
 Football - 56
 Boys' Volleyball – 18
 Girls' Volleyball - 18
 Boys' Ice Hockey - 25
 Girls' Ice Hockey
 Boys' Rugby -34
 Girls' Rugby - 34

Medallions for second shall be awarded.(numbers as per above and in Playing regulations)]. All EOSSAA plaques and medallions shall be purchased by the championship convenor. Funding for all awards is the responsibility of the Championship Convenor.

- (b) In multiple event championships (i.e. co-ed track and field, co-ed cross country, girls' gymnastics, boys' wrestling, co-ed swimming, co-ed alpine skiing, co-ed nordic skiing, co-ed badminton and co-ed tennis) ribbons, medallions, plaques and/or trophies shall be awarded in accordance with the current EOSSAA Playing Regulations.
- (c) The Championship convenor shall purchase and distribute, as necessary, the established number (see current Playing Regulations for coed) of official EOSSAA medallions and EOSSAA team plaques. Ribbons (collarettes) on the medallions shall include the name of the event and the year.
- (d) Rotating EOSSAA championship trophies shall be:
 - i) loaned to the annual winning school.
 - ii) returned by that school to the next year's championship site.

Failure to return the trophy shall result in a penalty of \$25.00 being levied by the Championship Convenor against the previous winner.

The fee shall be payable to the convenor and shall be included in the event report.

- (e) Engraving on medallions, plaques and trophies shall be the responsibility of the winning school. Engraving on the trophy plate shall include both year halves (i.e. **07-08**).

Section 6: Championship Finance

- (a) EOSSAA Championship Convenors are to budget for a break-even event. They shall submit a proposed budget no later than one (1) month prior to the championship to: appropriate Championship Coordinator and the SAC Chairperson (appropriate Championship) If, in extraordinary circumstances, a deficit is incurred, the Championship Convenor may make a request to the EOSSAA Treasurer, and may receive financial assistance if approved by the appropriate Championship Coordinator. Only championship events for which proposed budgets have been received by the aforementioned executive members, may have overruns considered by the appropriate Championship Coordinator .
- (b) If a championship generates a profit, the Championship Convenor shall forward these monies to the EOSSAA Treasurer. These monies shall be put into the EOSSAA general funds to help pay for EOSSAA business.
- (c) Any Local Association and/or school which declares intent to participate in a championship is responsible for their share of the championship cost and shall continue to be responsible, whether or not they participate in the championship. Until these entry fees are paid, that Local Association and/or school shall forfeit participation in that specific championship the following year. The school and Local association will be notified of their status following the specific championship in question as well as at the AGM.

BY-LAW 4 ELIGIBILITY FOR COMPETITION

Section 1: Local Associations

Each Local Association shall be entitled to representation at each EOSSAA Championship.

Section 2: Schools

- (a) Membership in a Local Association and conformity with the Constitution, with the By-Laws and with the Playing Regulations of the Local Association concerned is a pre-requisite for participation in any Championship co-ordinated by EOSSAA.
- (b) EOSSAA uses the OFSAA Classification Policy that can be found at <http://www.ofsaa.on.ca/> The EOSSAA Classifications Committee meets annually at the Spring Executive meeting to hear appeals from individual schools classifications. Schools may then choose to appeal to OFSAA the decision reached by the EOSSAA Classification Committee. For all Championships coordinated by E.O.S.S.A.A., schools shall be classified as follows: "A", "AA" and "AAA".

"A" - Schools with a student population of 500 or fewer

"AA" - Schools with a student population from 501-950

"AAA" - Schools with a student population from 951+

- (c) Two or more schools may not unite for EOSSAA competition

EXCEPT - when two or more schools exist within one building or when a formal request to be twinned is made to the EOSSAA Executive Council and accepted by the EOSSAA Executive Council.

- i) the populations of schools shall be combined and the combined schools shall compete at the level of competition dictated by the OFSAA school classifications.
 - ii) schools that combine in one (1) sport shall combine in all sports.
 - iii) schools that wish to combine for competition must first appeal annually to their Local Associations and be approved as combined schools.
 - iv) the Local Association Executive must then inform the EOSSAA Executive, in writing, annually, no later than May 15, of the schools in their Local Association that shall be uniting as a single entry for the following year.
 - v) any exceptions, that is names of schools uniting, shall be noted on the agenda for the EOSSAA Legislative Council circulated with the notice of that meeting.
 - vi) schools combining for sports must each be a member of EOSSAA.
 - vii) schools combining for sports are subject to the expectations, privileges, and responsibilities of a single school.
- (d) The eligibility of that team shall be submitted as follows:
- i) An eligibility/entry form shall be submitted by each school via the AELS OFSAA online system. A signed and printed copy of the AELS eligibility form shall be brought to the championship and submitted to the convenor.
 - ii) The following cut-off dates apply for EOSSAA competitions:

Fall Season	- September 30
Winter Season	- December 30
Spring Season	- April 30

Section 3: Teams

For all Championships coordinated by EOSSAA:

- (a) a team consists of all athletes from the same school who qualify for EOSSAA competition as a unit. Each and every member of a team must be eligible in order for that team to be eligible to compete

- (b) teams shall be classified as stated in the Playing Regulations for each specific sport.
- (c) a team may participate in only one school classification of competition as defined within the Playing Regulations as they may be from time to time in any one age category, in any one sport during a school year at the EOSSAA level.
- (d) a team, with Local Association approval, may elect to compete in a higher classification. A team electing to compete in a higher classification shall be ineligible for EOSSAA competition in the lower classification for that school year. A team MAY NOT declare down in classification. The following cut-off dates apply for EOSSAA competitions: Fall Season...Sept. 30 ; Winter Season...Dec 30 ; Spring Season...April 30.
- (e) to represent a school in an EOSSAA Championship, a school team must:
 - i) be comprised of bona fide team members and be coached by a teaching staff member from that school
 - ii) a school team is defined as a team which has a coach, open try-outs and regularly scheduled practices under the direction of a coach
 - iii) a coach is a teaching staff member that is present at a majority of the practices and competitions. This may still allow for coaching assistance of a purely technical nature
 - iv) a bona fide team member is a student from that school who was actively participating in the majority of the practices of his/her school's team.
- (f) A team must submit their Eligibility/Entry form to the EOSSAA Convenor for the following senior/junior/open championships: Boys' and Girls' Basketball, Girls' Field Hockey, Boys' and Girls' Ice Hockey, Boys' and Girls' Rugby, Boys' and Girls' Soccer, Boys' and Girls' Volleyball and Boys' Football via the AELS OFSAA online system. A signed and printed copy of the AELS eligibility form shall be brought to the championship and submitted to the convenor.
- (g) a team must submit an EOSSAA Letter of Intent to the EOSSAA Convenor for the following EOSSAA senior/open championships: Boys' and Girls' Basketball, Girls' Field Hockey, Boys' and Girls' Ice Hockey, Boys' and Girls' Rugby, Boys' and Girls' Soccer, Boys' and Girls' Volleyball. (Refer to Appendix IX)
- (h) a member school withdrawing from an EOSSAA team championship relinquishes the right to representation. The Local Association League Convenor of the member school withdrawing must inform the EOSSAA Convenor in writing of this decision with copies to the Championship Coordinators (FAX with acknowledgement).
- (i) In the event that a Championship requires a wildcard entry, the convenor should contact communication officers from the six associations as soon as possible to indicate the need

for a wildcard in a particular sport and classification. Communication officers will pass on this request to the other teams in that particular classification (A,AA or AAA) in their local association. Coaches of teams wishing to compete as a wildcard should send the seeding information found on the EOSSAA website to the convenor within the timeframe requested by the convenor.

Section 4: Individuals

- (a) To represent a school in any Championship co-ordinated by EOSSAA, a student must:
- i) be eligible for competition under the Constitution, By-Laws and Playing Regulations of EOSSAA
 - ii) be certified as eligible by the Principal of the school and the teacher coach of the school
 - iii) be in grades 9 - 12
 - iv) Students who have fewer than twenty-two (22) credits must be taking courses which define them as full time students under the Ministry of Education definition. Namely, a student in a traditional school must be registered in a minimum of six (6) full day school credit courses; in a semestered school, a student must be registered in a minimum of three (3) full day school credit courses in the semester in which he/she participates.
 - (v) Students who have achieved twenty-two (22) credits must be taking four (4) non-semestered full day school credit courses over the school year or two (2) full day school credit courses in the semester in which he/she participates.
 - vi) Be eligible for no more than five (5) consecutive years from date of entry into Grade 9.
 - vii) meet the following age requirements:

NOTE: A PLAYER MAY DECLARE UP IN AGE CATEGORY. A
PLAYER MAY NOT DECLARE DOWN IN AGE CATEGORY.

Senior	the individual's birth certificate indicates that he/she has not reached his/her 19th birthday by January 1st prior to the start of the school year in which the competition is held.
Junior	the individual's birth certificate indicates that he/she has not reached his/her 15th birthday by January 1st prior to the start of the school year

in which the competition is held.

Midget the individual's birth certificate indicates that he/she has not reached his/her 14th birthday by January 1st prior to the start of the school year in which the competition is held. Students may compete in this category for one year only in Grade 9.

Visit <http://www.ofsaa.on.ca/> for more information about the age requirement eligibility for student athletes.

- viii) If a player moves up to stay, to a higher age category for the Local Association regular season and playoffs, after the date of moving up any subsequent performance(s) in exhibition play at the lower natural age category will not be acceptable at EOSSAA for the seeding record of that lower age team. If a team is found to have submitted such contests in their seeding record, it shall forfeit all contests at that EOSSAA championship.

The practice of dropping back in age category for exhibition play is discouraged entirely.

- ix) be eligible under EOSSAA's Transfer Policy [refer to By-Law 4, Section 4(d)].
- x) Any student who registers and attends one term at a post secondary institution and then returns to any high school is ineligible for EOSSAA competition for the remainder of his/her high school career.
- xi) Rules of Behaviour signature form to be included. (Refer to Appendix IV)
- xii) Any suspension or disciplinary action in Local Association play shall be carried forward into EOSSAA competition. The Local Association convenor shall be responsible for reporting such athletes and the nature of the disciplinary action on the Championship Entry Form. (Refer to Appendix XII)
- xiii) have executed the EOSSAA's Release of Liability form where required. (refer to Appendix XIX)
- xiv) Individuals be registered and in attendance at an EOSSAA member school for no fewer than ten (10) school days, prior to participation in an EOSSAA championship.
- xv) All participants shall have played in at least one (1) regular Local Association game for that team in order to be eligible to play for that team at the EOSSAA championship. (Except when a Local Association(s) conducts Soccer in the Spring or Fall opposite to the EOSSAA Soccer Championship).
Note to Local Associations: If an athlete elects to compete in two (2) Local Association games in that activity, in any age category above which he/she

normally would play in a current season, he/she must continue to participate in the higher age category.

- xvi) A student may only compete in one EOSSAA championship in the same sport in one school year (September to June).
 - xvii) in accordance with Rowan's Law, confirm in writing that they and their parent/guardian (if student is under 18 years of age) have reviewed the concussion awareness resource and OFSAA concussion code of conduct within the previous twelve (12) months. Students participating in badminton, cross country, golf and tennis are exempt from this requirement.
- (b) All participants should be encouraged to achieve creditable academic progress and to make a contribution to the general educational program of the school:
- i) each Local Association, indeed each member school, should develop a policy which would be used to educate students with respect to personal commitment to school and all of its programs, goal setting and goal achievement within a school setting and behaviour of student-athletes as school representatives;
 - ii) the objective of any policy is to educate, not punish, and the policy should focus on positive outcomes, not on limiting participation;
 - iii) academic progress is a nebulous concept - it should be measured for each individual since arbitrary standards are exclusive and not necessarily educative;
 - iv) the policy should be used to monitor and mentor student-athletes - their attendance and their behaviour, as well as their grades;
 - v) any change in a student-athlete's attendance, behaviour or academic standing should be reviewed by teacher-coach, student-athlete and appropriate administrator(s). Positive change would be rewarded through recognition and continued eligibility while negative changes would be used to establish parameters for continued eligibility.
- (c) To represent a school in an EOSSAA Championship, a student must belong to a bona fide school program;
- i) a school program is defined as a program which has a coach, open try-outs and regularly scheduled practices under the direction of a coach
 - ii) a coach is a teaching staff member that is present at a majority of the practices and competitions. This may still allow for coaching assistance of a purely technical nature
 - iii) a bona fide school program member is a student from that school who was actively participating in the majority of the practices of his/her school's program.

(d) If an ineligible player participates in an EOSSAA team Championship, all contests in which that ineligible player participates shall be forfeited by his/her team. If an ineligible player participates in an individual sport at an EOSSAA Championship, all standings, records and awards achieved by that individual will be forfeited.

(e) THE EOSSAA TRANSFER POLICY

EOSSAA recognizes the right of all students to choose which school they attend and which subjects they study. EOSSAA however, is charged with the responsibility of drafting, implementing and enforcing rules of eligibility for those who seek the privilege of participating in EOSSAA Championships. The overriding purpose of these rules is to ensure fair and equitable competition. The EOSSAA Transfer Policy applies to all students transferring into EOSSAA secondary schools. The EOSSAA Transfer Policy is the exact policy that OFSAA utilizes to determine student eligibility. To review this policy, please visit <http://www.ofsaa.on.ca/> and go to Resources, Constitution and By Laws, By Laws]
Duties of EOSSAA Transfer Chair can be found in Appendix XXIII.

BY-LAW 5 SUPERVISION AND DEPARTMENT

Section 1: Supervision

A teacher is defined as a member of the Ontario College of Teachers or a holder of an Ontario Teacher's Certificate or equivalent.

- (a) For team sports ("A team consists of all athletes from the same school who qualify for Federation competition as a unit..." {reference By-Law 5, Section 3}), a teacher from the same school, or a retired teacher, as approved by the principal of the school, must accompany and be responsible for the team.
- (b) For individual sports (those sports in which athletes from a school qualify for Federation competition as individuals), the principal of the school may designate an adult who is not a teacher to accompany the athletes. In addition, a teacher, or a retired teacher, must be present and on site and designated by the principal to be responsible for the athlete(s).
- (c) For all sports, where the teacher, as indicated in (a) and (b) above, is not of the same sex as the athlete(s), and where the athlete(s) are required or might be required to stay overnight, a supervisory adult, as approved by the principal of the school, of the same sex as the athlete(s), must be present and available at the accommodation site for the duration of their stay in the accommodation.

Section 2: Department

- (a) All schools entering an EOSSAA Championship shall, by signature of the school principal on the Championship Entry Form (refer to Appendix XI), acknowledge responsibility for making restitution for damage resulting from misconduct by their participants.
- (b) A team is defined as, “All participants representing the same school at an EOSSAA Championship event”.
- (c) A participant is defined as, “Anyone who has been granted the proper authorization to enter the restricted areas.” “Restricted area” includes “those area occupied by athletes and to which access by the general public is restricted or prohibited”.
- (d) All participants are expected to abide by the Rules of Behaviour For Participants to EOSSAA Championships. (Refer to Appendix III)
- (e) All coaches are expected to abide by the Code of Ethics For Coaches to EOSSAA Championships. (Refer to Appendix II)
- (f) Supervising adults are responsible for the behaviour of participants for the duration of the Championships. (Refer to Appendices II, III, IV, V, and VI)
- (g) Individuals, teams, and team officials are open to censure, for failure of the participant(s) to abide by the Rules of Behaviour For Participants (refer to Appendix III), from the EOSSAA Executive through the channel of their own Local Association Executive.
- (h) In all EOSSAA Championship events:
 - 1. TAUNTING and/or MALICIOUS BEHAVIOUR is a disqualification act. Participants who taunt and/or commit malicious behaviour shall not be allowed to participate in any remaining games or events in that EOSSAA competition.
 - (i) TAUNTING is any action, comment or deed, whether vulgar or racist, by a coach, by a player or by team personnel which is intended:
 - to bait another
 - to anger another
 - to embarrass another
 - to ridicule another
 - to demean another

Examples of TAUNTING include but are not limited to:

- trash talk

- physical intimidation outside the spirit of the game
- reference to sexual orientation
- “in the face” confrontation by one player to another
- standing over/straddling a tackled or fallen player
- swearing

- (ii) MALICIOUS BEHAVIOUR is any action which is intended to physically injure another.

Examples of MALICIOUS BEHAVIOUR include but are not limited to:

- fighting
- attempt to injure an opponent
- kicking
- striking with fist(s)

2. CONVENOR’S PROCEDURE FOR ADDRESSING TAUNTING AND/OR MALICIOUS BEHAVIOUR BY COACHES, PLAYERS AND PARTICIPANTS.

- (i) Convenors of EOSSAA Championships shall inform the following of this regulation prior to the start of the competition:

- coaches
- players and participants
- referees and officials

- (ii) When a player or participant is ejected for taunting and/or malicious behaviour, the Convenor shall:

- (A) Immediately:

- call his/her Principal
- call parent
- contain ejected player outside the sport venue
- arrange for ejected player to be collected as soon as possible

- (B) Follow-up:

- inform the Principal, and **AC/PAR Leader** of the participant’s school immediately, by phone, of the incidents surrounding the ejection;
- inform the EOSSAA SAC Chair;

-inform the EOSSAA President, the **appropriate Championship Coordinator** and the respective Local Association President/Representative and follow up in writing;

- (iii) When a coach is ejected for taunting and/or malicious behaviour, the Convenor shall:
 - (A) Immediately:
 - make certain that co-teacher/coach takes over the team and the offending coach is removed from the sport venue;
 - eliminate the team from further play if there is no co-teacher/coach and remove the offending coach from the sport venue.
 - (B) Follow-up:
 - inform the Principal, and the **AC/PAR Leader** of the coaches' school immediately, by phone, of the incidents surrounding the ejection;
 - inform the EOSSAA SAC Chair;
 - inform the EOSSAA President, the **appropriate Championship Coordinator** and the respective Local Association President/Representative and follow up in writing;
- (iv) When a spectator taunts or commits malicious behaviour (refer to Code of Conduct - Appendix V)
 - (A) With the first violation, the Convenor shall:
 - identify self to offender;
 - advise offender of the policy
 - advise offender that violation of the policy will lead to ejection (issue warning letter - refer to Appendix VI).
 - (B) With subsequent violations, the Convenor shall:
 - ask offender to leave;
 - advise offender that police will be called
 - call police
 - advise own Principal
 - advise other Principal
 - call parent

- (i) EOSSAA Uniform Sponsorship Policy - (refer to Appendix IX)

BY-LAW 6 FINANCE

Section 1: Fees and Assessments

- (a) The Board of Directors shall set such EOSSAA fees or assessments as may be authorized by the Council or Executive. Membership fees must be sent to the EOSSAA Treasurer no later than the third Friday in **November**
- (b) The Treasurer shall be empowered to collect and accept such EOSSAA fees or assessments as may be authorized by the Council or Executive.
- (c) The Treasurer shall present annually a financial statement for the EOSSAA's past year to the Council.
- (d) The travelling expenses of the Executive Committee and Special Committees, while on EOSSAA business, shall be paid from the EOSSAA funds. The travel rate shall be \$0.45 per kilometre. (Refer to Appendix XVIII)
- (e) An annual Honorarium Pool will be \$750.00 to be used at the discretion of the Board of Directors.

BY-LAW 7 BOARD OF REFERENCE

Section 1 - Procedure :

- (a) Board of Reference - Sanctions
 - (i) The Board of Reference shall meet three (3) times per year, if need be, in conjunction with Executive Council meetings and as called by the President of the Association.
 - (ii) The Board of Reference shall:
 - a) receive and adjudicate reports from any source regarding matters that might discredit the aims, objectives, and values espoused by the Association;
 - b) receive and adjudicate reports from any source regarding violations of Association's Articles, By-Laws, Appendices, Standing Rules (Playing Regulations), and Policies. The reporting of the alleged violation must be received in writing by the President within thirty (30) school days of the alleged violation. All parties with a legitimate interest in the matter will be notified within three (3) working days by the President.
 - (iii) Penalties imposed by the Board of Reference - Sanctions may include, but are not limited to: stripping of awards, removal of records and standings, suspension from future EOSSAA competition, requiring written letter of apology and requiring appropriate restitution.
- (b) Board of Reference - General

(i) A written request for the convening of a Board of Reference shall be made to the President of the Association by a teacher coach or administrator within the Association within thirty (30) school days of the occurrence of the issue under dispute. It is the responsibility of the person requesting to ensure that the request has been received by the President.

(ii) If the Board of Reference determines that the matter is within its jurisdiction, it shall inform all parties of the date of the hearing, the composition of the Board of Reference, and request any necessary documentation and/or other information that may be deemed necessary. Parties to the matter shall be given as much notice as possible prior to the date of the hearing.

Section 2 – Expenses:

(a) A sum of \$50.00 shall be invoiced by the EOSSAA Treasurer to the school requesting the Board of Reference.

(b) All expenses involved in calling together members of the Boards of Reference shall be borne by the Association. The Boards of Reference are however empowered to levy expenses against the parties involved when such action is deemed necessary.

BY-LAW 8 AMENDMENTS

Section 1:

The By-Laws may be amended at any regular meeting of the Legislative Council at which a quorum is present, by a majority of those Councillors present. Amendments approved shall be effective as of September 1st following their adoption.

Section 2:

The By-Laws may also be amended at a regular meeting of the Board where a quorum is present, by a two-thirds (2/3) majority of those Directors present. Such amendments become effective immediately but must be ratified at the next meeting of the Legislative Council.

Section 3:

The Playing Regulations governing competition in the various Championships sponsored by EOSSAA can be amended by a majority vote of Legislative Council or between meetings of the Legislative Council by a majority vote of the Board of Directors, subject to later ratification by the Legislative Council.

Section 4:

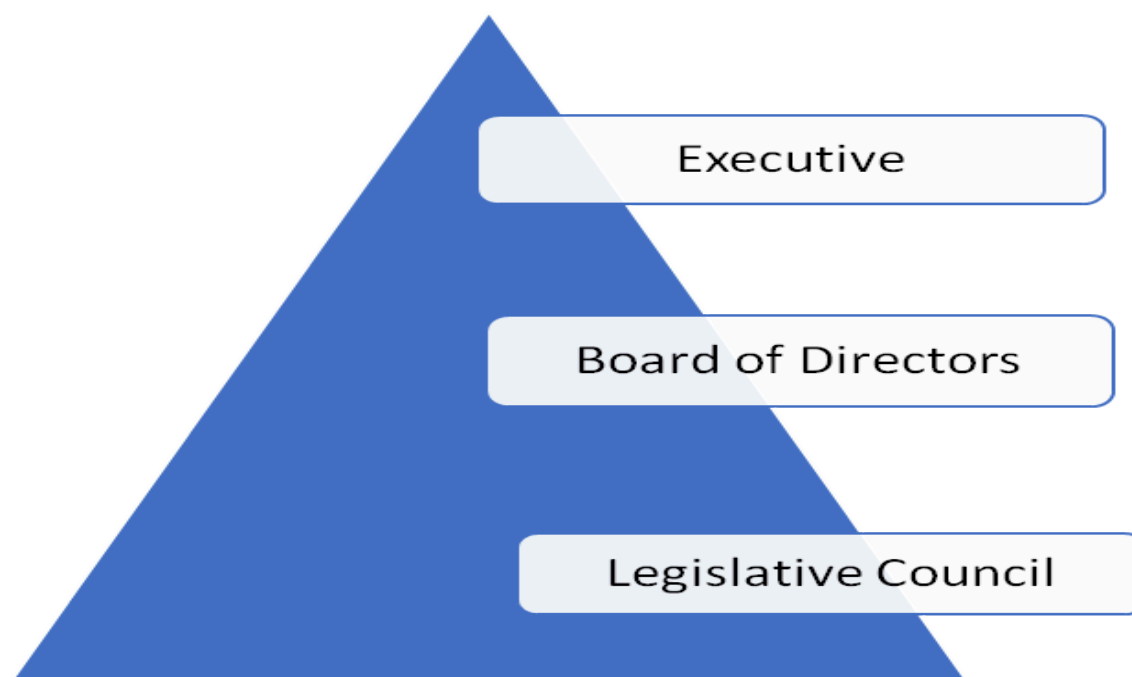
Proposed amendments must be in the hands of the President for circulation to all member schools at least fourteen (14) days prior to respective meetings. (Refer to Appendix XIII A and XIII B)

APPENDICES

APPENDIX I	Pyramid Structure
APPENDIX II	Chain of Decision Making
APPENDIX III	Gender Equity Awareness
APPENDIX IV	EOSSAA Code of Ethics For Coaches To EOSSAA Championships
APPENDIX V	Rules of Behaviour For Participants To EOSSAA Championships
APPENDIX VI	Rules of Behaviour For Participants To EOSSAA Championships
	- Signature Form
APPENDIX VII	EOSSAA Code of Conduct For Spectators
APPENDIX VIII	EOSSAA Warning Letter For Spectators
APPENDIX IX	EOSSAA/OFSAA Uniform Sponsorship Policy
APPENDIX X	EOSSAA Policy For Blood and Body Fluids
APPENDIX XI	EOSSAA Letter of Intent
APPENDIX XII	EOSSAA Entry Form
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APPENDIX XIII-B	EOSSAA Form For Motions, Resolutions and Notices of Motion - Blank Form
APPENDIX XIV-A	OFSAA Leadership in School Sport Award – Nominees
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APPENDIX XVII	EOSSAA Secretary’s Duties
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APPENDIX XX	EOSSAA Release of Liability Form
APPENDIX XXI	EOSSAA Championship Convenor’s Duties
APPENDIX XXII	EOSSAA Website Coordinator’s Duties
APPENDIX XXIII	EOSSAA Wildcard Selection Criteria

APPENDIX I.

Pyramid Structure



Legislative Council:

The members of the Executive	All former Past Presidents of EOSSAA shall be honorary ex-officio (non-voting) lifetime members of EOSSAA
Two representatives from each school - 1 vote per school	Ex-officio (non-voting) members of the Legislative Council shall include any other interested persons from each school.
The Principals' representative from each member Local Association	

Board of Directors:

President	EOSSAA Boys' Representative to OFSAA
Immediate Past-President	EOSSAA Girls' Representative to OFSAA
Secretary	EOSSAA Principals' Representative to OFSAA
Treasurer	Two Representatives from each Local Association
Championship Coordinator for Boys' Activities	Transfer Chair (non-voting),
Championship Coordinator for Girls' Activities,	Special project coordinator(s) (non-voting)

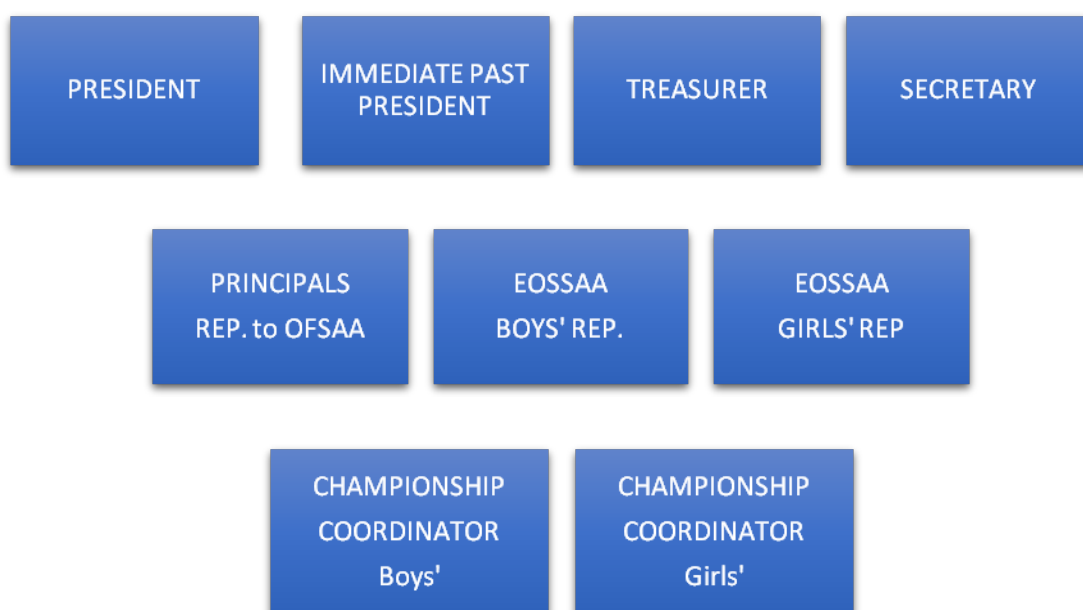
Executive:

President	Championship Coordinator for Boys' Activities
Immediate Past-President	Championship Coordinator for Girls' Activities

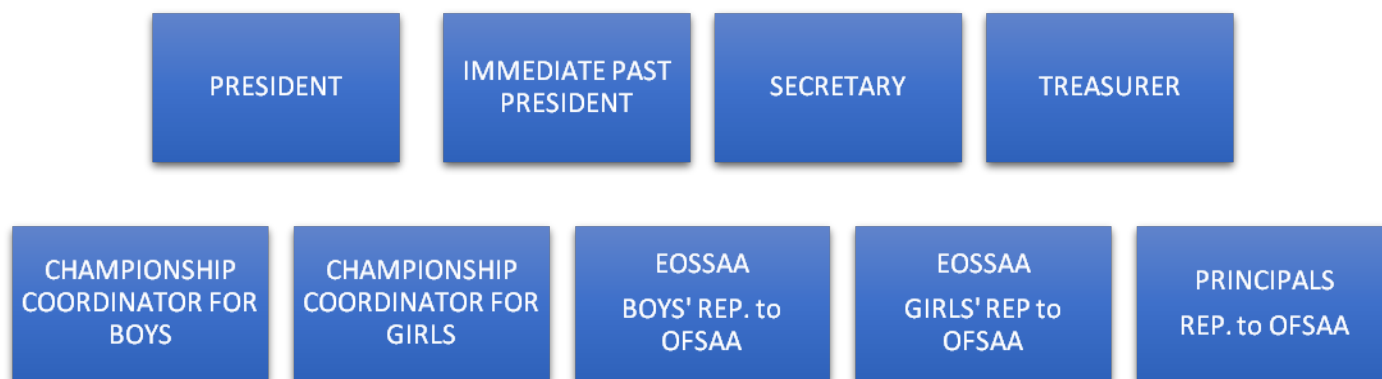
Secretary	EOSSAA Boys' Representative to OFSAA
Treasurer	EOSSAA Girls' Representative to OFSAA
	Principals' Representative to OFSAA

APPENDIX II EOSSAA - CHAIN OF DECISION MAKING

EXECUTIVE



BOARD OF DIRECTORS

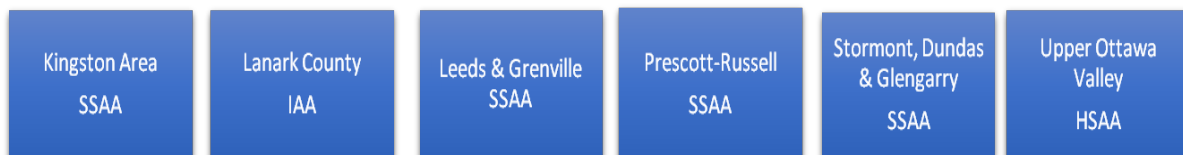


TWO
REPRESENTATIVES
FROM EACH LOCAL
ASSOCIATION

TRANSFER CHAIR
(non-voting)

SPECIAL PROJECT
COORDINATOR(S) -
(non-voting)

LOCAL ASSOCIATIONS



SCHOOLS

<u>KASSAA</u>	<u>LCIAA</u>	<u>LGSSAA</u>	<u>PRSSAA</u>	<u>SD&GSSAA</u>	<u>UOVHSAA</u>
Bayridge SS	Almonte DHS	A C Ange Gabriel	ES Casselman	Char-Lan DHS	Arnprior DHS
Frontenac SS	Notre Dame CHS	Brockville CI	ES L'Escale	Cornwall CVS	Centre Scolaire Catholique Jeanne Laioie
Kingston CVI	Smiths Falls DCI	North Grenville DHS	ES Le Sommet	Glengarry DHS	Valour JK – 12 School
Loyalist CVI	Carleton Place HS	St Mary CHS	ES Le Relais	ES L'Heritage	Mackenzie Community School
ESC Marie-Riviere	Perth DCI	South Grenville DHS	L'Academie de la Seigneurie	Seaway DHS	Opeongo HS
Granite Ridge Education Centre	St. John CHS	Athens DHS	St Thomas Aquinas	ES St. Lawrence IS	St. Joseph's CHS
Ernestown SS		Gananoque SS	Russell High School	ES La Citadelle	Bishop Smith CHS
Holy Cross CSS		Rideau DHS	ES Embrun	Holy Trinity CHS	Fellowes HS
Lasalle SS ES Mille Iles		St Michael's CHS	ESR Hawkesbury	North Dundas DHS	ESP L'Equinox
Napanee DSS		Thousand Islands SS	ES Plantagenet	St. Matthew Catholic SS	Madawaska valley DHS
Regiopolis-Notr e Dame CHS		Fulford Academy	Rockland DHS	St. Joseph's CSS	Renfrew CI
<u>Sydenham HS</u>			St Francis Xavier CHS	Tagwi SS	
Katarokwi Learning Center			Vankleek Hill CI		

APPENDIX III

GENDER EQUITY AWARENESS

Equity does not necessarily mean that all persons must be treated exactly the same.

Where discrimination exists, people may need to be treated differently in order to be treated fairly. (CAAWS, 1993)

Equality focuses on creating the same starting line for everyone.

Equity has the goal of providing everyone with the same finish line.

- Bruce Kidd

SCHOOL SPORT PROGRAMS CHECKLIST

SCHOOL

1. Has a need's assessment/evaluation of the sport program been completed recently to assess if the needs of the students are being met?
2. Does the sport program offer equitable sport opportunities for males and females?
3. Is the access to facilities available on an equitable basis for both males and females (for example, are the "good" facilities shared equitably between males and females for league games and play-off games)?
4. Are the facilities shared equitably in terms of access for practices?
5. Are the championship games and information about games and programs advertised/promoted similarly within the media, school newsletter, etc.?
6. Are both males and females given access to prime-time facility usage (morning, after-school and evening practices)?
7. Are both male and female teams given equitable practice hours?
8. Do both the male teams and female teams have equitable access to competition, eg., similar season length, participation in tournaments?
9. Do the boys' and girls' teams have comparable uniforms and equipment?
10. Does the administration support both male and female coaches (supply teacher coverage, etc.)?
11. Is the mode of transportation to league games and invitationals comparable (van, bus, cars, etc.)?

BOARD OF EDUCATION

1. Is the male and female sport program funded equitably?
2. Does your Board have a gender equity policy?
3. Are statistics on gender participation in sport collected on schools in your Board?
4. Does your Board have a harassment policy?
5. Does your Board offer in-services on gender equity training?
6. Is there a person or committee responsible for gender equity within your Board?

APPENDIX IV

EOSSAA CODE OF ETHICS FOR COACHES TO EOSSAA CHAMPIONSHIPS ¹

I. Respect for Participants

The principle of *respect for participants* challenges coaches to act in a manner respectful of the dignity of all participants in sport. Fundamental to this principle is the basic assumption that each person has value and is worthy of respect.

Acting with *respect for participants* means that coaches:

- (i) do not make some participants more or less worthy as persons than others on the basis of gender, race, place of origin, athletic potential, colour, sexual orientation, religion, political beliefs, socioeconomic status, marital status, age or other conditions;
- (ii) have a responsibility to respect and promote the rights of all participants;
- (iii) interact with others in a manner that enables all participants in sport to maintain their dignity; and
- (iv) build mutual support among fellow coaches, officials, spectators, athletes and their family members.

II. Responsible Coaching

The principle of *responsible coaching* carries the basic ethical expectation that the activities of coaches will benefit society in general and participants in particular and will do no harm. Fundamental to the implementation of this principle is the notion of competence - responsible coaching (maximising benefits and minimising risks to participants) is performed by coaches who are “well prepared and current” in their discipline.

In addition, *responsible coaching* means that coaches:

- (i) act in the best interest of the athlete’s development as a whole person;
- (ii) recognize the power inherent in the position of coach;
- (iii) are aware of their personal values and how these affect their practice as coaches;
- (iv) acknowledge the limitations of their discipline; and
- (v) accept the responsibility to work with other coaches and professionals in sport.

III. Integrity in Relationships

Integrity means that coaches are expected to be honest, sincere and honourable in their relationships with others. Acting on these values is most possible when coaches possess a high degree of self-awareness and the ability to reflect critically on how their perspectives influence their interactions with others.

In being faithful to the principle of *integrity in relationships*, coaches would adhere to the following ethical standards:

- (i) explore mutual expectations with athletes in an honest and open manner, giving due consideration to the age and experience of individuals;
- (ii) accurately represent personal coaching qualification, experience, competence and affiliations in spoken and written communications, being careful not to use descriptions or information that could be misrepresented;
- (iii) make athletes and others clearly aware of coaching qualifications and experience;
- (iv) notify other coaches when working with those coaches' athletes;
- (v) honour all promises and commitments, both verbal and written;
- (vi) act with enthusiastic and genuine appreciation of sport.

IV. Honouring Sport

The principle of *honouring sport* challenges coaches to recognize, act on and promote the value of sport for individuals and teams and for society in general.

Honouring Sport means that coaches:

- (i) act on and promote clearly articulated values related to coaching and sport;
- (ii) encourage and model honourable intentions and actions in their coaching practice; and
- (iii) show high regard for and promote the value of sport in Canadian society and around the world;
- (iv) accept both the letter and the spirit of the rules that define and govern sport.

1 The EOSSAA Code of Ethics for Coaches to EOSSAA Championships was adapted from the Coaching Association of Canada's "Coaches Code of Ethics - Principles and Ethical Standards"

Any EOSSAA Championship must attempt to achieve a standard of organizational and educational excellence that will serve to place it beyond reproach in either area.

A school athlete jointly represents both school and Local Association when attending an EOSSAA Championship. This consequently confers a responsibility upon him/her during the time of absence from school. This responsibility assumes greater meaning when individual teacher-coaches instruct their competitors in the degree of importance attached to it. The following principles and rules will therefore apply to all EOSSAA Championships and are in addition to the EOSSAA Playing Regulations and Governing Rules of athletic contests.

1. The teacher-coach must prepare participants with regard to the behaviour expected of them at the Championship.
2. The teacher-coach bears the responsibility for supervising his/her athletes for the entire period during which they are absent from school or home. If the coach of a team is of the opposite sex, a suitable adult chaperon of the same sex, as approved by the principal of the school, must be present and on-site for the duration of the Championship.
3. The consumption of any alcoholic beverage by student participants, whether of legal drinking age or not, at any time during an EOSSAA Championship is expressly forbidden. Up to and including 18 years of age, drinking is illegal, plain and simple. Although 19-year-olds have the legal right to drink, they have, in view of the circumstances, the responsibility of abstaining - a responsibility which in value far outweighs any immediate gain that an individual might perceive as accruing to himself or herself as a result of exercising this right.
4. Drugs, other than medication prescribed by a medical doctor for a specific competitor, are expressly forbidden.
5. All participants will deport themselves in a manner becoming representatives of their school, Local Association and EOSSAA while attending an Association Championship. Attention must be paid to:
 - . Respect for others; all participants have the right to freedom from harassment (as defined by the Canadian Human Rights Commission), equal treatment without discrimination based on race, place of origin, colour, ethnic origin, creed, physical or mental ability, sexual orientation, or sex;
 - . Respect for property;
 - . Conduct (refer to taunting and malicious behaviour, By-Law 5, Section 2 (g));
 - . Language;
 - . Dress.
6. Participants staying in tournament accommodation are expected to respect the right of others to undisturbed rest. Those who create disturbance in rooms or corridors after a reasonable hour will be subject to disciplinary measures. Student-athletes are expected to observe any curfew imposed by the EOSSAA at the Championship.
7. All schools entering an Association Championship shall, by signature of the school principal on the Championship Entry Form, acknowledge responsibility for making restitution for damage resulting from misconduct by their participants. (Reference By-Law 5, Section 2 (a)).

Procedure

Actions contrary to these Rules shall be referred to the Competition Committee which shall investigate the matter and decide on the penalty, if any, to be assessed. A report of the matter in question and penalty, if any imposed, shall be sent to the Principal of the school and the appropriate Local Association Representative. The report will also be forwarded to the Board of Reference - Sanctions where they may take farther action and/or penalties imposed.

APPENDIX VI

RULES OF BEHAVIOUR FOR PARTICIPANTS TO EOSSAA CHAMPIONSHIPS

```
*****
*****
```

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*****
*****
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We, the following participants, acknowledge that we have read and understand the Rules of Behaviour For Participants to EOSSAA Championships, and that we agree to abide by them.

```
*****
*****
*****
```

SIGNATURE

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and extend across the width of the page. There are no margins or other markings on the paper.

EOSSAA

CODE OF CONDUCT FOR SPECTATORS

CHEER IN A POSITIVE MANNER

RESPECT OFFICIALS' DECISIONS

DO NOT INTERFERE WITH THE COMPETITION

KEEP OFF THE PLAYING AREA

BE COURTEOUS AND RESPECTFUL

Failure to comply with this Code of Conduct may lead to ejection.

EOSSAA

WARNING

This event is sanctioned under the policies and regulations of the Eastern Ontario Secondary School Athletic Association (EOSSAA).

EOSSAA requires that all spectators adhere to a code of conduct (attached).

I regret to inform you that in the opinion of the organizers of this event you are in breach of the EOSSAA Code of Conduct for Spectators.

The purpose of this letter is to inform you that you are in violation of the EOSSAA Code of Spectator Conduct and that should further violation occur, I will have no alternative but request that you leave the premises.

Convenor _____

Signature _____

Date _____ Site _____

Event A, AA, AAA (Circle)

Girls Boys Coed (Circle)

Activity _____
(Championship)

APPENDIX IX **EOSSAA/OFSAA UNIFORM SPONSORSHIP POLICY**

All competitors are expected to dress for EOSSAA/OFSAA Championships in uniforms that are neat and clean, conform to uniform requirements outlined in the Playing Regulations and which maintain the integrity of the school's/Local Association's name, colours and logos. No sport club insignia on uniforms shall be permitted. A sport club is defined as a community, provincially or nationally based organization whose primary purpose is participation in organized competition in single or multi sport programs.

A uniform is defined as a top, a bottom, warm-up T-shirt and a track suit.

a) **Commercial Sponsorship Criteria:**

Commercial sponsorship may be recognized on athletes' uniforms at EOSSAA/OFSAA Championships/events provided the following criteria is met:

- i) the product and/or service provided by the sponsor must be commensurate with the philosophical practices and policies of EOSSAA/OFSAA, the school, the Local Association and the local Board of Education;
- ii) only the same singular sponsor may be recognized on a team's set of uniforms;
- iii) the manufacturer of the uniform may be recognized as the sponsor. If the manufacturer is not the sponsor, then the manufacturer's logo must be displayed very discreetly (i.e. smaller than 64 sq. cm. and not longer than 10 cm.);
- iv) this criteria must be met both on and in the immediate vicinity of the competitive area.

b) **Commercial Sponsorship Placement Guidelines:**

i) Singlets/Vest/Jerseys

Where uniform tops have sleeves, recognition of the sponsor must appear on one of either the left or right sleeve. The maximum area to be covered by the advertising on the sleeve is 64 sq. cm. (maximum length 10 cm.).

Uniform tops without sleeves may display sponsorship on the left or right breast of the uniform top. The maximum area to be covered by the advertising on the uniform top without a sleeve is 24 sq. cm. (maximum length 8 cm.).

ii) Shorts/Bottoms

One piece of advertising, similar in nature to that permitted on the top of the uniform, will be permitted on the left or right thigh. The maximum area to be covered by the advertising on the shorts/bottoms is 64 sq. cm. (maximum length 10 cm.).

iii) Warm-up T-shirt/Track Suits

The permitted advertising on warm-up T-shirts and track suits will conform to the criteria for uniform tops and bottoms.

Schools may choose whether to recognize sponsors on the sleeve or breast area of the uniform top.

If the manufacturer's logo is discrete (i.e. smaller than 64 sq. cm.), then the sponsor's name may be displayed on the warm-up T-shirt and/or track suit

c) **Failure to abide** by all aspects of this Appendix may result in disqualification from the

Championship.

APPENDIX X

EOSSAA POLICY FOR BLOOD AND BODY FLUIDS IN THE ATHLETIC SETTING

1. Prevention Policies:

- a) Prior to participation in a competition, any wound including abrasions or rashes, on athletes, coaches and officials must be securely covered.
- b) If a bleeding injury occurs to any participant during the course of the competition, the individual must be removed from the competition until the bleeding has been stopped. The wound must be cleansed with an antiseptic solution and securely covered before the individual can re-enter the competition. Note: If an official is bleeding, the game shall be held up until that official is ready to resume unless it appears that the delay will take too long, at which time the other official(s) may decide to continue the competition.
- c) Should blood appear on any part of a participant's uniform or protective equipment which is exposed to other participants, the uniform/equipment must either be changed or cleaned before participation can resume.
- d) The athlete may change into a uniform bearing a different number. The opposing coach and official scorers must be made aware of this change prior to the resumption of play.
- e) Athletes will be permitted to wear a practice T-shirt or singlet bearing the athlete's uniform number in the same dominant colour as the official team uniform.
- f) All equipment or playing surfaces which come in contact with blood shall be cleaned with a solution of one part household bleach and one hundred parts water - 10 ml. bleach to 1 litre of water. This solution must be freshly prepared before every competition.

2. Recommended Practices:

- a) Any personnel dealing with body fluids or open wounds should wear rubber or latex gloves. Gloves must be disposed and replaced after each individual is treated.
- b) Stop the bleeding, cover the wound and change the uniform if contaminated with signs of blood.
- c) Remove gloves and wash hands with soapy water after treating a bloody wound or cleaning

blood stained surfaces.

d) Clean any surface or equipment with appropriate disinfectant and clean clothes or skin with

soap and water or appropriate antiseptic.

e) Use proper disposal procedures for equipment and contaminated clothing.

f) Use ventilation device for emergency resuscitation.

g) Personnel with open skin conditions should not have direct contact with bleeding athletes.

h) Dispose of infected clothes and/or towels.

i) Encourage athletes involved in contact sports to wear protective equipment that may prevent bloody injuries during competition (eg. mouth guards).

j) Keep instruments designed for piercing skin sterile, use them only once. **Do not share.**

k) All participants must use individual water bottles. Encourage athletes not to share personal items which may pierce the skin or mucous membranes (i.e. razors, nail clippers).

m) Encourage athletes to render first aid to themselves and cover their own wounds whenever possible. Athletes should clean up their own blood from equipment, uniforms and athletic surfaces, if possible.

APPENDIX XI

EOSSAA LETTER OF INTENT

To be used in all Senior/Open Girls and Senior/Open Boys Team Sport Championships

The following motion was passed in June 1991. It is included in the EOSSAA Constitution in Eligibility:

“All teams submitting an entry for an EOSSAA team championship must indicate on submission of the entry form whether or not they are prepared - in every sense of the word - to represent EOSSAA at the OFSAA championship. Furthermore, all teams participating at an EOSSAA team championship must bring to the championship a letter attesting to this commitment over the signatures of the coach, the AC/PAR Leader, and the Principal. Furthermore, this letter is to be received by the convenor prior to play beginning. The letter must be received to qualify for the OFSAA Championship.”

EOSSAA
Championship_____

Date (D,M,Y)

Site

Convenor

OFSAA Championship

Date (D,M,Y)

Site

Convenor

Do you intend to represent EOSSAA at this OFSAA Championship?

Yes _____ No _____

School _____

Coach _____
(typed) (signature)

AC/PAR Leader _____
(typed) (signature)

Principal _____
(typed) (signature)

Date (D, M, Y) _____

APPENDIX XII

LOCAL ASSOCIATION & EOSSAA ENTRY FORM

Basketball, Field Hockey, Ice Hockey, Rugby, Soccer, Volleyball

EVENT: _____

School: _____ Local Association: _____

Address: _____

Postal Code	Street	City/Town
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School Telephone # _____	Fax # _____
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Teacher/Coach's Name: (Print) _____	Home Phone _____
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Coach: (Print) _____	Home Phone # _____
----------------------	--------------------

School Colours: Top: _____ Bottom: _____ Predominant Colour: _____

Team Name: _____ Current year's Record: Won: _____ Lost: _____

PLAYER INFORMATION:

Surname/Given	Uniform # Dark/Light	Year In School	D.O.B D/M/Y
1. _____			
2. _____			
3. _____			
4. _____			
5. _____			
6. _____			
7. _____			
8. _____			
9. _____			
10. _____			
11. _____			
12. _____			
13. _____			
14. _____			
15. _____			
16. _____			

Manager(s): _____

*Student-athletes in year 1 through 4 must be registered and in attendance in a minimum of 6 full day school credit courses over the school year or 3 full day school credit courses per semester.

*Student-athletes in year 5 must be registered and in attendance in a minimum of 4 non-semestered full day school credit courses over the school year or two full credit courses per semester.

*Only the above named persons may enter and be present in the competition area.

*Must be eligible under the EOSSAA/OFSAA Transfer Policy.

*Any suspension or disciplinary actions in Local Association play shall be carried forward into EOSSAA and OFSAA competition. The Local Association Convenor shall be responsible for reporting such players and the nature of the disciplinary action with the EOSSAA /OFSAA entry.

Name of Player

Nature of Disciplinary Action

*This is to certify that all players listed above are duly registered in this Local Association of EOSSAA and are eligible to participate in this year's EOSSAA/OFSAA Championship under the rules and regulations of this Local Association and those of EOSSAA/OFSAA. **Note:** "A teacher from the same school must accompany and be responsible for the behaviour or his/her team members for the duration of the Local Association Play and the EOSSAA/OFSAA Championship." Before acceptance, this form must be signed by the following people. We certify that all students herein listed are eligible according to all of _____ & EOSSAA/OFSAA Constitution, By-Laws, and Playing Regulations. All schools entering Local Association play and EOSSAA/OFSAA Championship shall, by signature of its school principal on this Entry Form, acknowledge responsibility for making restitution resulting from misconduct by his/her participants.

Signatures:
 Teacher Coach: _____ Coach: _____
 Par Leader/AC: _____ Principal: _____

Add the following signature for EOSSAA: Local Association Convenor:

Add the following signature for OFSAA: EOSSAA Convenor or Representative:

Name of Supervising Adult (maybe same as above):

EOSSAA/OFSAA TRANSFER POLICY

EOSSAA and OFSAA recognize the right of all students to choose which school they attend and which subjects they study. EOSSAA/OFSAA, however, is charged with the responsibility of drafting, implementing and enforcing rules of eligibility for those who seek the privilege of participating in EOSSAA/OFSAA sponsored events. The overriding purpose of these rules is to ensure fair and equitable competition. The EOSSAA/OFSAA Transfer Policy applies to all students transferring into Ontario high schools.

The following section must be completed in accordance with the EOSSAA/OFSAA Transfer Policy which appears above.

SCHOOL: _____

Have any of the students listed under "Player Information" transferred schools in the past twelve (12) months.

Yes _____ No _____

To have been included under "Player Information", such players must have been **declared** eligible. Please list these players below and fill in the required information.

Name of Transfer Student	Date of Entry	Category Granted Eligible	Approval Granted By
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

EOSSAA

FOR CONSIDERATION BY:
(Please check appropriate)

Bd. of Dir. _____

Leg. Council _____

FORM FOR MOTIONS, RESOLUTIONS, AND NOTICES OF MOTION

(Please type or print)

REFERENCE (List all Articles, By-Laws and Playing Regulations to which this will
apply) _____

WHEREAS, _____

AND

WHEREAS, _____

AND

WHEREAS, _____

BE IT RESOLVED THAT

AND BE IT FURTHER RESOLVED THAT

MOVER _____

SCHOOL _____

LOCAL ASSOC. _____

SECONDER _____

SCHOOL _____

LOCAL ASSOC. _____

DATE SUBMITTED _____

ACTION: DATE

Passed _____ _____

Defeated _____ _____

Withdrawn _____ _____

Eossaa

Leg. Council _____

REFERENCE (List all Articles, By-Laws and Playing Regulations to which this will apply)_____

[illegible]

APPENDIX XIV - A

OFSAA LEADERSHIP IN SCHOOL SPORT AWARD

The OFSAA Leadership in School Sport Award is presented annually at each OFSAA Championship to a teacher-coach who best exemplifies the values of OFSAA - fair play, good sportsmanship, enjoyment of sport, personal growth and achievement, and education through school sport.

Criteria for Selection of Nominees and Recipients

The following criteria should be given consideration when selecting nominees for this award. It is expected that every candidate will fulfil most, but not all, of these criteria:

- has had a longstanding career as a teacher-coach (15 - 20 years)
- is a good role model for students
- is respected by students, colleagues and fellow coaches
- has qualities exemplifying the values of fair play and good sportsmanship which are reflected in the behaviour of those coached by the individual
- treats the student-athletes with respect
- has demonstrated expertise, experience and leadership in the specific sport for which the nomination is given
- has demonstrated commitment to the overall school sport program through coaching a variety of sports, working with the intramural programs or being involved with other sport initiatives
- has shown leadership in the sport program by convening events, hosting clinics, and/or conducting developmental activities for students
- has been involved in an administrative capacity at the Local, Association and/or OFSAA level as a member of a Board, Executive or committee
- has been involved in other areas of the school sport program such as staff committees or task forces

All recipients will have the support of their Association through the Association representatives to OFSAA.

NOMINEES FOR OFSAA LEADERSHIP IN SPORT AWARDS

To assist in the selection of the recipients of the OFSAA Leadership in Sport Awards, each Local Association is asked to confer with the sport convenors and provide the name or names of teacher-coaches within the Local Association who you wish to have considered. Kindly fill in your nominees in the spaces provided and return to the EOSSAA Secretary by September 30th.

LOCAL ASSOCIATION:		
SPORT	NOMINEE	SCHOOL
Cross Country		
Field Hockey		
Boys' Volleyball		
Girls' Volleyball		
Boys' Basketball		
Girls' Basketball		
Alpine Skiing		
Nordic Skiing		
Gymnastics		

Swimming		
Girls' Ice Hockey		
Boys' Ice Hockey		
Curling		
Boys' Wrestling		
Girls' Wrestling		
Badminton		
Girls' Rugby		
Boys' Rugby		
Girls' "A/AA" Soccer		
Girls' "AAA" Soccer		
Boys' "A/AA" Soccer		
Boys' "AAA" Soccer		
Track & Field		

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APPENDIX XIV - B

OFSAA LEADERSHIP AWARD NOMINATION FORM

SPORT _____

Association: _____

Nominee: _____

School: _____

Approximate number of years as a Teacher-Coach: _____

Areas of involvement/leadership in this sport: _____

Other sport involvement (coach, development, etc.): _____

Other areas of leadership/involvement (local, Association, OFSAA): _____

General Comments (i.e., nominee's coaching philosophy): _____

Signature of Association Representative

Date: _____

APPENDIX XV

THE PETE BEACH AWARD

The Pete Beach Award is named in honour of Mr. N. A. Pete Beach, a former Executive Director of OFSAA, who died in 1984. Mr. Beach recognized, early in his career, that school sport possessed a substantial and verifiable trait of the capacity to contribute beyond sport to a young person's future career and life. For the next fifty years, he devoted his energy to the organizational development of school sport and thus to the service of young people.

In view of the complexity of the developmental process, it is a rare educator indeed who has the capacity to utilize the medium of school sport in such a way as to positively and sufficiently influence students in the remainder of their lives. That educator is one who consistently provides an impression of stability and optimism, one who enjoys the company, and the respect, of young people; one who embodies, and initiates by example, the highest traditions of the sportsperson; one who best typifies the true function of the teacher-coach - a source of discipline, a mentor and a friend.

CRITERIA FOR SELECTION

1. During his / her career the nominee has been:

- a) Active as a teacher coach
- b) Active as a Local Association, EOSSAA, Regional and/or OFSAA convenor
- c) Active in administration of EOSSAA activities, i.e., SAC, CBA, CGA, Board of Directors,
Standing Committee
- d) Influential in the development of their student-athletes as a source of discipline, as a mentor and as a

friend

NOMINEE _____ LOCAL ASSOC.

A. CONTRIBUTIONS AS A TEACHER-COACH

B. CONTRIBUTIONS AS A CONVENOR

C. CONTRIBUTIONS IN ATHLETIC ADMINISTRATION OF EOSSAA ACTIVITIES

D. PERSONAL ATTRIBUTES

PETE BEACH AWARD SELECTION PROCESS

1. a) The Nomination forms shall be sent to all Local Association Presidents by the EOSSAA Secretary prior to the Fall Board of Directors meeting.
 - b) If a Local Association has a nominee, the completed nomination form must be received by the EOSSAA Secretary prior to the Spring Board of Directors meeting.
 - c) Nominee may be active, retired or deceased teacher-coaches.
2. a) The President shall review the nominees with the Board of Directors at the Spring meeting.
 - b) After EOSSAA having considered the merit of the nominees, the Board shall select a recipient at the Spring Board of Directors meeting.
 - c) The EOSSAA Secretary shall inform OFSAA of the name of the recipient no later than May 15th.
 - d) The recipient shall be presented with the award at the annual meeting of the EOSSAA Legislative Council.
 - e) The recipient shall be the guest of EOSSAA at the annual meeting luncheon.

PREVIOUS WINNERS

2018	Leanne Watt	LCIAA
2017	Paul Carrier	SD&GSSAA
2016	Roger Poirier	UOVHSAA
2015	Frank Halligan	KASSAA
2014	Deb Walden	UOVHSAA
2013	Bern Boulerice	PRSSAA
2012	Jean Pye	LCIAA
2011	Lynn Carrs	LCIAA
2010	Joe Marriner	LCIAA
2009	Heather Burns	LGSSAA
2008	Joe Marriner	LCIAA
2007	Jack Weststrate	LGSSAA
2006	Holly Wykes	LGSSAA
2005	Mark Lewis	LGSSAA
2004	Norie Spence	LGSSAA
2003	Pat Patterson	LGSSAA
2002	Dale Huddleston	KASSAA
2001	Betty Ann Nolan-Steacy	LGSSAA
2000	Bruce Black	KASSAA
1999	Bob Vedan	PRSSAA
1998	Tom Marshall	LCIAA
1997	Elaine Pritchard	UOVHSAA

1996	Ron Hungerford	LGSSAA
1995	Stan Fraser	SD&GSSAA
1994	Barry O'Connor	KASSAA
1993	Betty Mulville	LCIAA
1992	Wanda Mitchell	SD&GSSAA
1991	John Metcalfe	
1990	Doug Fraser	KASSAA
1989	Jackie Fraser	SD&GSSAA
1988	Mary Anne Edgeworth	KASSAA
1987	Donat Poirier	SD&GSSAA
1986	Bob Fazackerly	LGSSAA

APPENDIX XVI

EOSSAA RETIREMENT AWARD

An EOSSAA Retirement Award is presented annually at the Legislative Council meeting to each teacher-coach who best exemplifies the values of EOSSAA -- fair play, good sportsmanship, enjoyment of sport, personal growth and achievement, and education through school sport.

CRITERIA FOR NOMINATION BY LOCAL ASSOCIATION

During his / her career the nominee:

- a) has had a longstanding career as a teacher-coach in EOSSAA Championship events
- b) has demonstrated expertise, experience and leadership in EOSSAA Championship events
- c) has qualities exemplifying the values of fair play and good sportsmanship
- d) has shown leadership by convening EOSSAA events
- e) has been involved in EOSSAA in an administrative capacity as a member of the Board, Executive, or

Committee

NOMINEE _____

LOCAL ASSOC. _____

Dates of Service _____ Date of Retirement _____

Communication Officer

(Signature)

A. CONTRIBUTIONS AS A TEACHER-COACH

—

—

—

—

B. LEADERSHIP AND INVOLVEMENT IN EOSSAA

C. PERSONAL ATTRIBUTES

D. EOSSAA CHAMPIONSHIPS CONVENED

—
E. EOSSAA ADMINISTRATIVE INVOLVEMENT

—

—

—

—

—

EOSSAA RETIREMENT AWARD SELECTION PROCESS

1. a) The nomination forms shall be given to Local Association Presidents by the EOSSAA Secretary at the Fall Board of Directors meeting.
- b) If a Local Association has nominees, the completed nominations forms must be received by the EOSSAA Secretary prior to the Spring Board of Directors meeting.
- c) The nominee must be retiring.
2. a) The Board of Directors shall review the nominees at the Spring meeting.
- b) After EOSSAA having considered the merit of the nominees, the Board shall select recipients at the Spring Board of Directors meeting.
- c) The recipients shall be presented with their award at the annual meeting of the EOSSAA Legislative Council.

APPENDIX XVII

EOSSAA SECRETARY'S DUTIES

1. Attend Board of Directors Meetings (Fall, Winter, Spring).
2. Take minutes for the Board of Directors Meetings.
3. Prepare and circulate agendas for all Board Meetings and Legislative Council.
4. Creation and circulation of minutes from all Board meetings.
5. Order plaques for EOSSAA Retirees and Pete Beach winners.
6. Update the EOSSAA Constitution as needed after the Legislative Council Meetings (AGM).
7. Update individual sport Playing Regulations as needed (i.e., after motions have been passed).
8. Prepare and circulate the EOSSAA Order Paper in consultation with the EOSSAA President.
9. Send a letter to the Principal of all schools who didn't have a member present at the Legislative Council meeting (AGM).

Given the added duties and responsibilities that the secretary will be taking on, EOSSAA will provide the EOSSAA Secretary with a \$500 yearly honorarium.

APPENDIX XVIII

EOSSAA TREASURER'S DUTIES

1. Establish a bank account for EOSSAA.
2. Collect Local Association fees from 6 Local Associations by third week of November.
3. Pay bills as presented by EOSSAA Executive members
4. Pay travel for EOSSAA Executive and EOSSAA SAC members to extraordinary meetings.
5. Pay travel for EOSSAA Executive members to EOSSAA meetings at Fall and Spring meetings, also lunch and hall rentals.
6. Collect profits from EOSSAA Championships.
7. Present a Treasurer's report at fall and spring meetings.
8. Prepare and present a Treasurer's report for the Annual General Meeting.

APPENDIX XIX

EOSSAA STATEMENT OF EXPENSES

Name: _____

Address: _____

_____ (Street) (City/Town) (Postal Code)

Meeting: _____	Date: _____
----------------	-------------

ITEM	PARTICULARS	TOTALS
Travel: (\$.30) per km.		\$
Meals: (\$6 Bkft., \$6 Lun., \$15 Din.		\$
Accommodation:		\$

Other: (Specify)		\$
------------------	--	----

TOTAL REQUEST: \$

SIGNATURE: _____

RECEIPTS MUST BE ATTACHED

Forward Completed Form To: EOSSAA Treasurer

APPENDIX XX

EOSSAA RELEASE OF LIABILITY FORM

**THIS IS A RELEASE OF LIABILITY
READ BEFORE SIGNING**

In consideration of being allowed to participate in any way in the Eastern Ontario Secondary School Athletic Association's (EOSSAA) athletic/sports program, related events and activities, I and my child (the undersigned), acknowledge, appreciate, and agree that:

1. The risk of injury from activities involved in this program is significant, including the potential for permanent paralysis and death, and while particular rules, equipment, and personal discipline may reduce this risk, the risk of serious injury does exist; and,
2. I KNOWINGLY AND FREELY ASSUME ALL SUCH RISKS, both known and unknown, and assume full responsibility for my/my child's participation; and
3. I willingly agree to comply with the stated and customary terms and conditions for participation. If, however, I observe any unusual significant hazard during my presence or participation, I will remove myself/my child from participation and bring such to the attention of the nearest official immediately;

and,

4. I HEREBY RELEASE AND HOLD HARMLESS THE EASTERN ONTARIO SECONDARY SCHOOL ATHLETIC ASSOCIATION (EOSSAA), their officers, convenors, officials, agents and/or employees, sponsoring agencies, sponsors and advertisers (Releasees”), WITH RESPECT TO ANY AND ALL INJURY, DISABILITY, DEATH, or loss or damage to person or property.

I AGREE AND UNDERSTAND THAT I HAVE JUST ENTERED INTO A RELEASE AND HOLD HARMLESS AGREEMENT AND FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I MAY HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT INDUCEMENT.

Participant’s Name (Print) _____

Participant’s Signature _____

Parent/Guardian’s Signature _____

Date Signed _____

APPENDIX XXI

EOSSAA CHAMPIONSHIP COORDINATOR’S DUTIES

1. Prepare Calendar of EOSSAA Events
2. Provide Summary of EOSSAA Champions
3. Summary of OFSAA Championship Convenors
4. Creation and circulation of EOSSAA convenor packages.
5. Provide assistance and answer questions for EOSSAA Convenors.
6. Attend Board of Director’s Meetings (Fall, Winter, Spring).
7. Collect convenor’s reports and unused medals as championships occur.
8. Serve as Transfer Appeal Board Members
9. Communication with S.A.C. Chairpersons.

APPENDIX XXII

EOSSAA WEBSITE COORDINATOR'S DUTIES

1. Find a reliable company to provide website hosting services and register the domain name www.eossaa.ca.
2. Post up-to-date information about all EOSSAA championships on the website.
3. Keep timely backups of all the information stored on the website.
4. Work with the executive, local association reps and ADs to ensure EOSSAA contact information is accurate and up-to-date.
5. Monitor the security of the website.
6. Report to the executive regularly about issues regarding the website.

APPENDIX XXIII

EOSSAA Transfer Chair Duties

1. Organize and preside over five EOSSAA Transfer meetings per year prior to the start of sporting seasons and prior to OFSAA Transfer meetings.
2. Keep records of the results of transfer meetings for a one year period.
3. Communicate results of EOSSAA Transfer meetings with Athletic Directors, parents and students who challenged their eligibility.
4. Assist local association transfer chairs with clarification of new policies or sections within the OFSAA Transfer Policy.

APPENDIX XXIIIV

Wildcard Selection

The following criteria is to be used by convenors and/or the championship committee when determining the wildcard entry (entries) for a championship.

Overall Record
League Record
Common Opponents
Strength of Schedule
Coach assessment of appropriate seed

APPENDIX XXIV

Seeding Criteria

The following criteria acts as a guideline for convenors when determining seeding at championships

Overall Record
League Record
Common Opponents
Strength of Schedule
Coach assessment of appropriate seed

