

Central Valley Athletic Conference

CONSTITUTION

ARTICLE I - Name

The name of this association shall be the Central Valley Athletic Conference (CVAC), and it shall be a district council of the Saskatchewan High School Athletics Association (SHSAA).

ARTICLE II - Organization

- 2.1 District - The Central Valley Athletic Conference boundaries shall be determined by the bylaws of the Association.
- 2.2 Divisions - The Central Valley Athletic Conference boundaries shall be determined by Saskatchewan Learning and by the Prairie Spirit School Division bylaws.
 - 2.2.1 All schools within the Prairie Spirit School Division
 - 2.2.2 Any independent schools registered with Saskatchewan Learning within the Boundaries
 - 2.2.3 Any First Nation which operates a school within the boundaries of the District

ARTICLE III - Objectives

- 3.1 To encourage schools to provide a program of athletic activities for students
- 3.2 To encourage participation by students in a wide variety of inter-school competitions
- 3.3 To organize athletic competitions within the district that serve as district championships
- 3.4 To liaise with SHSAA in the selection of host sites for competitions at the conference, regional and provincial level.
- 3.5 To encourage, plan, supervise and administer inter-school and inter-district competition
- 3.6 To encourage the development of citizenship, good sportsmanship and athletic skills

ARTICLE IV - Definitions

Association - the Saskatchewan High Schools Athletic Association

District - the schools within the boundaries of the Prairie Spirit School Division

Independent School - a school registered as an independent school with Saskatchewan Learning

District Council - an organization consisting of Athletic Directors from member schools and representatives from the Division Offices of the Prairie Spirit School Division

ARTICLE V - Meetings

Sec. 1 Membership and Representation

- a. Membership in this association shall be open to all schools enrolled in grades 7 – 12 within the Prairie Spirit School Division, any independent school registered with Saskatchewan Learning which operates a junior or senior high school, and any First Nations which operates a junior or senior high school within the boundaries of the district.
- b. Each school shall have an Athletic Director (appointed by the Principal) who is responsible for all matters pertaining to interschool athletics. Each member school should provide the district president with notification of its' school designate at the beginning of each school year.
- c. Each designate is entitled to a voice and vote at any regular meeting, but limited to attendance and a voice at an executive meeting.

Sec. 2 Meetings

- a. Meetings of the Athletic Directors will occur three times annually (fall, winter and spring).
- b. The Annual General meeting will be held in May/June of each year. Written notice of the agenda will be provided to members prior to the meeting. A standing item will be the selection of designates for the SHSAA AGM.
- c. Additional meetings may be held at the call of the CVAC President, or when requested to do so, in writing, by at least one half of the members.
- d. Quorum at meetings will consist of more than one half of the members.

Sec. 3 Rules of Order

- a. All District meetings (meetings of Athletic Directors) shall be governed by Roberts Rules of Order where:
 1. Votes are calculated on the basis of present voting members.
 2. Right to vote goes the right to abstain.
 3. No call for abstentions, nor do voters have the right to announce they abstained.
 4. Abstentions have no effect on calculation of votes.
 5. A majority is more than half the votes cast. In the case of 2/3 majority, there must be at least 66% of present voting delegates in the affirmative for adoption.
- b. Voting by members shall be by secret ballot in the case of election of officers, and by show of hands in all other votes, except where a secret ballot is requested by at least 3 members.

ARTICLE VI - Executive Officers

Sec. 1 Executive Members

The Executive of CVAC shall consist of the following:

1. President
2. Vice-President
3. Officials Commissioner
4. Treasurer
5. LEADS representatives
6. Extracurricular Coordinator

Sec. 2 Executive Member Terms

The President, Vice-President, Officials Commissioner and Treasurer will be elected at Annual General Meeting of CVAC and will serve for a two-year term. All may serve for a maximum of two consecutive terms in the same position.

Sec. 3 Eligibility of Executive

- a. Any teacher, Trustee, or Division Office personnel within the district boundaries may be an Executive Officer.
- b. The Executive shall remain in office until the conclusion of the school year.
- c. Should a vacancy occur during the school year, the Executive is empowered to appoint a member of the District Council to fill the vacancy until the expiration of the term of office.

Sec. 4 Executive Powers

- a. May request the resignation of any elected officer for missing 2 consecutive Meetings.
- b. The Executive is empowered to rule on such cases not covered by the constitution or bylaws.
- c. The Executive is empowered to strike committees.

Sec. 5 Executive Meetings

- a. To be held on a monthly basis.
- b. Quorum to conduct a meeting will consist of more than 50% of the members of the Executive in attendance.
- c. Decisions made by the Executive are made by a majority of votes. Ties are decided by the vote of the President.

ARTICLE VII - Duties of Officers

Sec. 1 President

- a. Preside at all general meetings of the Athletic Directors and all Executive meetings.
- b. Present the agenda and dates for all Athletic Director meetings.
- c. Act as a liaison between the District and SHSAA.
- d. Oversee the activities of the district and ensure that all district activities are conducted within the constitution and bylaws of the district and province.
- e. Volunteer to represent the district as a delegate at the SHSAA Annual Meeting and at the Annual District Presidents' meeting.
- f. Act as a resource person for all coaches, athletic directors and participating schools from the district.
- g. Ensure that team entries are forwarded to the SHSAA offices.
- h. Ensure that delegates are selected for the SHSAA AGM according to SHSAA bylaws.

Sec. 2 Vice-President

- a. To serve as a contributing member of the Executive.
- b. To assume the duties of the President in his/her absence.
- c. To assume other duties as directed by the President.

Sec. 3 Treasurer

- a. To conduct the financial affairs of the District.
- b. To ensure that all bills received by the District are paid upon receipt.
- c. To maintain a record of the financial transactions of the District.
- d. To determine and collect monies owed to CVAC by Independent and First Nations schools.
- e. To prepare a financial statement at the conclusion of each school year.
- f. To prepare an annual budget for the operation of CVAC.

Sec. 4 Officials Commissioner

- a. To appoint a Referee-in-Chief for each of the following sports:
 - Football
 - Basketball
 - Soccer
 - Track and Field
 - Volleyball
- b. To keep an up-to-date record of the officials in the District.
- c. Working with the Referees-in-Chief to promote all aspects of quality officiating.
- d. To attend the Annual Meeting of SHSAA to meet as a member of the Official's Commissioners Council.

ARTICLE VIII - Discipline Committee

The Executive may appoint any member to serve on a Discipline Committee. The Committee would be empowered to investigate the matter at hand and report to the Executive with recommendations. An appeal of the decision reached may be made directly to the President.

ARTICLE IX - Finances

Sec. 1 The District Council receives funding from the Prairie Spirit School Division in order to operate the athletic program within the District.

Sec. 2 The Executive will determine the fees that are payable to the District for those schools involved in CVAC activities.

Sec. 3 The fiscal year end is June 30.

Sec. 4 Records will be maintained to outline the financial transactions of the District Council on an annual basis, and a report presented to the District Council by the Treasurer.

Sec. 5 Authorization for the expenditure of monies will be allocated to the Executive.

ARTICLE X - Amendments to the Constitution and Bylaws

Amendments to the Constitution may be made at any District Annual Meeting. The amendment requires a 2/3 majority in order to be accepted as a revision. Any member may propose an amendment by providing a written motion 30 days prior to the holding of the Annual Meeting.

Amendments to the Bylaws may be proposed by any member and require a simple majority at any Meeting.