

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 with students 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 Extracurricular Facilitator 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. The election of officers and the selection of SHSAA award recipients will be carried out by members using a secret ballot. All other votes will be done by a show of hands, 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. Member-at-Large (women's representative)
5. Member-at-Large
6. LEADS representative and/or designate
7. Coordinator of Learning (optional)
8. Extracurricular Facilitator

Sec. 2 Executive Member Terms

The President, Vice-President, Officials Commissioner and Members At Large will be elected at the Spring 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. The President and Officials Commissioner will be elected on odd school years. The Members-at-Large and Vice-President will be elected on even years.

Sec. 3 Eligibility of Executive

- a. Any Athletic Director, teacher or administrator, within the district boundaries may be one of the five elected Executive Officers.
- 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 two 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 if needed.
- 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 (by the five elected members). 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. Ensure the agenda and dates for all Athletic Director meetings are shared with the membership.
- 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 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.
- d. To ensure minutes are taken during all meetings.
- e. To ensure a review CVAC's constitution, bylaws and policies occurs annually

Sec. 3 Members at Large

- a. Attend meetings of Executive.
- b. Attend SHSAA AGM as a voting delegate.
- c. Member of Awards selection committee.
- d. Connect with local AD's and bring feedback to the Executive.

Sec. 4 Officials Commissioner

- a. To appoint a Referee-in-Chief for each of the following sports or accept and carry out the responsibilities:
 - Football
 - Basketball
 - Soccer
 - Track and Field
 - Volleyball

To keep an up-to-date record of the officials in the District.

- b. Working with the Referees-in-Chief to promote all aspects of quality officiating.
- c. To attend the Annual Meeting of SHSAA to meet as a member of the Official's Commissioners Council.

ARTICLE VIII – Awards Committee

The awards committee will consist of the Vice- President and 2 MALs. The Extracurricular Facilitator will act as an advisor to the committee.

The awards committee will meet as needed to choose a maximum of three candidates from the submitted nominations for the following annual SHSAA awards: Service Award, Outstanding Female Coach, Outstanding Male Coach and Outstanding Official. The membership will vote to finalize the recipient of each award at the Spring meeting.

The awards committee will also meet in early June to select the recipients of the three annual CVAC scholarships.

ARTICLE IX - Athletic Conduct

Conduct concerns that are directed to the executive should be handled in a manner consistent with Prairie Spirit's Communication Protocol. Any information provided to the Executive shall be passed onto the LEADS representative and school-based administration. The LEADS representative would be empowered to investigate the matter at hand and report to the Executive as appropriate.

ARTICLE X - 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 CVAC will pay all SHSAA team fees for all PSSD schools. Non PSSD schools are responsible for the payment of their own SHSAA team fees.
- Sec. 3 The Extracurricular Facilitator will determine the fees that are payable to CVAC from all non-PSSD schools.
- 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 Extracurricular Facilitator at each meeting.
- Sec. 5 Authorization for the expenditure of monies will be allocated to the Executive.

ARTICLE XI - Amendments to the Constitution and Bylaws

Amendments to the Constitution may be proposed at any of the Athletic Director meetings. 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 Meeting.

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