

# CONSTITUTION OF THE BLUEWATER ATHLETIC ASSOCIATION

## Article I

### Section 1: Name

This organization will be known as the Bluewater Athletic Association.

### Section 2:

This constitution dated July 2008 supersedes all other Constitutions and will be the Official Constitution of the Bluewater Athletic Association.

## Article II

### Section 1: Objectives

- a) To establish and govern all interschool athletic activities.
- b) To encourage an interest in sports among the secondary school students of Grey and Bruce Counties.
- c) To provide opportunities for a large number of students to participate in interschool sports.
- d) To develop healthy attitudes towards both competition and co-operation among students.
- e) To provide the best possible opportunity for a high standard of competition.
- f) To regulate the conduct of coaches and students during B.A.A. competition.

## Article III

### Section 1: Membership

- a) The membership of the Association will be:

Bruce Peninsula District School  
Chesley District High School  
Georgian Bay Secondary School  
Grey Highlands Secondary School  
John Diefenbaker Secondary School  
Kincardine District Secondary School  
Owen Sound Collegiate and Vocational Institute  
Peninsula Shores District School [ Wiarton District High School ]  
Sacred Heart High School  
St. Mary's High School  
Saugeen District Secondary School  
Walkerton District Secondary School  
West Hill Secondary School

- b) The conditions for school membership in the Association are :

1. Agreement to comply with all pertinent decisions of the Board of Directors , as promulgated in the Constitution , By - Laws and regulations or conveyed to member schools by other official means of communication .

2. Payment of pertinent fees by the dates specified .

3. Payment of fees admits willingness to comply with all such decisions

of the Board .

- c) Liability for Non - compliance

Neglect or refusal by the Principal or the designated authority of a member school to so comply constitutes a breach of the membership agreement . This renders the school liable to cancellation of its membership in the Association and joint liability with the responsible parties for any financial loss to the B.A.A. resulting from the incident .

- d) Acceptance of a new member school shall require approval of the application by a

majority of the member schools at the June B.A.A. Board of Directors' meeting. This application should be made to the Executive prior to June 1.

e) **Predominant school colours and names:**

<u>SCHOOL</u>	<u>CODE</u>	<u>TEAM NAMES</u>	<u>COLOURS</u>
Bruce Peninsula District School	BPDS	Panthers	Blue with Gold
Chesley District High School	CDHS	Cougars	Yellow with Black
Georgian Bay Secondary School	GBSS	Vikings	Gold
Grey Highlands Secondary School	GHSS	Lions	Green
John Diefenbaker Secondary School	JDSS	Trojans	Purple and White
Kincardine District Secondary School	KDSS	Knights	Green and White
Owen Sound Collegiate & Vocational	OSCVI	Falcons	Red, Yellow and Black
Peninsula Shores District School	PSDS	Wildcats	Red, White, Blue
Sacred Heart High School	SHHS	Crusaders	Red and White
St. Mary's High School	SMHS	Mustangs	Navy and Grey
Saugeen District Secondary School	SDSS	Royals	Blue and White
Walkerton District Secondary School	WDSS	Raiders	H. White with Blue A. Blue with White
West Hill Secondary School	WHSS	Raiders	Double Blue and White

Alignment: North	Bruce Pen. D.H.S. Georgian Bay S.S. Grey Highlands S.S. Owen Sound C.V.I. Peninsula Shores D.S. St. Mary's H.S. West Hill S.S.	South	Chesley D.H.S. John Diefenbaker S.S. Kincardine D. S.S. Saugeen D.S.S. Sacred Heart H.S. Walkerton D.S.S.
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The home team must change uniforms when there is a conflict in colours.

**Article IV**

**Section 1: The Executive**

The executive of the Association shall consist of the following members:

- i) **President**
- ii) **Vice-President**
- iii) **Secretary - Treasurer)**
- iv) **C.W.O.S.S.A. Directors : The B.A.A. will be represented on the C.W.O.S.S.A. Board of Directors. Three C.W.O.S.S.A. Directors will be elected for a two-year term at the B.A.A. June Board of Directors' Meeting. The number of C.W.O.S.S.A. Directors elected is determined by C.W.O.S.S.A. guidelines. The B.A.A. President will be the fourth C.W.O.S.S.A. Director.**
- v) **Principals' Representative**
- vi) **Immediate Past President**
- vii) **Executive Director**
- viii) **Program Supervisor (Board Liaison) - non-voting member**

Positions i), ii), iii) and iv) and vi ) will be elected at the June Board of Directors' Meeting for a two (2) year term (commencing June 1999). The position of Immediate Past President will not be filled should the President be elected to a consecutive two - year term . Nominations for Executive positions shall be submitted to the Secretary fifteen (15) days prior to the June meeting. A member of the BAA may hold only one position. In extenuating circumstances, a school's executive member may also serve as that school's Athletic Director

The Principal's Representative is appointed to the Executive by mutual agreement of the Bluewater District Principals' Association and the Bruce-Grey Catholic District School Principals' Association.

## **Section 2: Duties of the Executive**

- a) To supervise the general and financial business of the Association and of all committees and activities.
- b) To administer the policies laid down in the constitution and by-laws.
- c) To deal with all matters pertaining to the eligibility of schools and competitors, interpretation of rules and playing regulations, financial matters and the general philosophy and direction of the interschool athletic program.
- d) To form Standing or Ad Hoc Committees as the need arises.
- e) To have one Executive member available to attend end of season sports meetings.
- f) The President shall:
  - i) call the meetings
  - ii) act as Chairperson of the meetings
  - iii) act as spokesperson for the Association
  - iv) vote if a tie is recorded
  - v) have the authority to inquire into any matter pertaining to the affairs of the Association and ask any representative to attend a meeting
  - vi) represent the B.A.A. as one of its C.W.O.S.S.A. Directors
  - vii) be an ex-officio member of any committees authorized by the Association.
- g) The Vice-President shall:
  - i) assume the duties of the President when necessary
  - ii) assume other duties assigned at the direction of the President.
- h) The Secretary shall :
  - i) record minutes of the Board of Directors' meeting and forward a copy to all members.
  - ii) record minutes of the Executive meetings and forward a copy to Executive members and member schools.
  - iii) distribute to the B.A.A. Directors the proposed amendments to the B.A.A. Constitution, By-Laws, and playing regulations after the June 1<sup>st</sup> deadline and prior to the year-end B.A.A. Board of Directors meeting.
  - iv) provide notice of up-coming elections prior to the Board of Directors' Meetings.
  - v) purchase and distribute the B.A.A. championship medallions.
  - vi) keep on file all eligibility forms ( Appendix 1 ) submitted.
  - vii) provide a copy of the Executive minutes and Board of Directors' meeting minutes to the CWOSSA Executive Director.
  - viii) keep up-to-date accounts of all financial matters and submit a written financial report at the June Board of Directors' Meeting.
  - ix) collect (from all schools) the Association fees by November 1 of each school year. The school fee will be determined at the June meeting.
  - x) pay all approved expenses.
- i) The Principals' representative shall be the liaison between the Principals and the Association.
- j) The responsibility to i) review and validate schedules as submitted by convenors , ii) receive and validate the eligibility forms ( Appendix 1 ) for all B.A.A. Activities , iii ) determine the eligibility of transfer students from their appeals for eligibility , will be allocated to individual members of the Executive to best serve the needs of the

**B.A.A. The Executive will determine which of their members will assume the aforementioned duties .**

**Section 3: The Board of Directors**

- 1.a) The Board of Directors of the Association shall consist of the following members:**
  - i) The members of the B.A.A. Executive.**
  - ii) One Athletic Director, who shall be a member of the school's teaching staff, as selected by each member school.**
- b) The method of selection of a school's Athletic Director is the responsibility of the Principal.**
- c) The term of office for an Athletic Director will be one school calendar year.**
- 2. a) The Athletic Director shall be the liaison between the coaches , staff ,and administration of their school and the Bluewater Athletic Association .**
  - i ) attend three (3) meetings of the B.A.A. Board of Directors ,**
  - ii ) as the liaison between the B.A.A. and coaches , staff and administration of their school, distribute information , eligibility forms , score sheets as provided at B.A.A. Meetings or bringing any issues from their school to the general B.A.A. meetings .**
  - iii ) sign the eligibility forms for each participating team in their school along with the coach and Principal .**
  - iv ) act as the liaison between the B.A.A. and any activity convenor in their school by obtaining information about their possible availability for future service .**

**Section 4: Duties of the Board of Directors**

- a) To attend Board of Directors' Meetings in September, March and June at the Bluewater Administration Center in Chesley, when available ,or at any other time as called by the President with two (2) weeks prior notice.**
- b) (i) To vote on motions that relate to the Constitution, Playing Regulations, schedules and finances.**  
**(ii) In motions before the Board of Directors related to player eligibility or team eligibility, the Vice-President, Secretary, Treasurer, and Principal's representative shall not vote.**

**If an appeal committee is required, the President shall appoint three of these executive members to form the appeal committee of impartial members. If a conflict of interest does not allow for a committee of three to be formed , the Principal or Athletic Director of impartial schools (in alphabetical order) Shall be appointed by the President to complete the committee.**

- c) To discuss and make decisions about concerns and issues brought forward from Sports Meetings**

**Article V Meetings**

**Section 1: Executive**

- a) Regular meetings of the Executive shall be held as determined by the B.A.A. President**

- b) **Special meetings of the Executive shall be called at the request of the President and any three member schools of the Association.**

**Section 2: Board of Directors**

- a) **There shall be three (3) Board of Directors' Meetings each year. A quorum shall consist of representation from a majority of the member schools.**
- b) **Constitutional or By-Law motions must be ratified by a 2/3 majority of the Board of Directors present and voting. Notice of a proposed Constitutional or By-Law change must be made to the Secretary by June 1. Constitutional or By-law motions shall be made only at the year-end meeting of the Board of Directors.**
- c) **Motions to amend the Playing Regulations must be ratified by a simple majority of the Board of Directors present and voting. Motions that concern Playing Regulations may be voted on at any Board of Directors' Meeting. Proposed changes to the playing regulations must be made to the Secretary fifteen (15) days prior to the meeting.**
- d) **Amendments to the B.A.A. Constitution and By - Laws or Playing Regulations which are submitted and do not satisfy time line requirements as outlined in Section 2 b ) or c ) may be introduced at a Board of Directors' meeting if a vote of 85 % of the Board of Directors in attendance permits the introduction of the proposed amendment .**

**Section 3: Sport Meetings**

- a) **To be called by the Convenor prior to, during or at the completion of the sport season.**
- b) **These meetings may be attended by the coaches, Executive representative and, where appropriate, a representative of the officials.**
- c) **It is the responsibility of these meetings to make recommendations to the Board of Directors and, where necessary, propose motions to amend the Playing Regulations.**
- d) **Refer to BY-LAW 1: SECTION 3 for directions on voting and an agenda at Sport Meetings.**

**Article VI Finances**

- a) **Member schools shall pay, to the Treasurer, the Association fees by November 1 of each school year.**
- b) **The school fee will be determined at the June Board of Directors' Meeting.**
- c) **Failure to pay the B.A.A. school levy by the stated deadline will result in the suspension of participation by that school in B.A.A. activities until payment is received.**

**Article VII Affiliation**

**The B.A.A. is a member of O.F.S.A.A. through affiliation with C.W.O.S.S.A. and this constitution is in agreement with and complements the respective constitutions of O.F.S.A.A. and C.W.O.S.S.A. which shall be used when no clear constitutional direction can be found in the B.A.A. constitution.**

**Article VIII Appeals**

- a) **Any member school may appeal any item in this constitution or any decision made by the Executive of the Association. This appeal must be signed by the Principal.**

**ARTICLE VIII Appeals**

( cont'd )

- b) **This appeal shall be addressed in writing to the president of the B.A.A. who will in turn call a special meeting of the entire Board of Directors. The decision of the Board of Directors will be final and is not subject to appeal unless to C.W.O.S.S.A. and/or O.F.S.A.A. for matters pertaining to those associations.**
- c) **If a decision to be made by the Board of Directors could have a negative effect on a member school that is unable to attend the Board of Directors meeting through no fault of its own (e.g. job action), then the executive will be charged with the task of meeting with the principal(s) of the affected school(s) prior to the Board of Directors meeting in order to provide the membership at the meeting with any insights regarding the absent member school(s) before any vote is taken.**

**ARTICLE IX STANDING COMMITTEES**

**Section 1 : COMPETITION COMMITTEE**

**i ) MEMBERS : B.A.A. Vice - President [ Chair ]**

**Executive Director**

**Member - at - Large [ appointed by the B.A.A.  
Executive ]**

**ii ) RESPONSIBILITIES :**

- 1. Determine B.A.A. championship dates**
- 2. Distribute a B.A.A. championship calendar**
- 3. Produce schedule templates for each sport**
- 4. Approve all schedules , B.A.A. championship formats and CWOSSA qualifiers .**
- 5. Recruit and approve convenors for each B.A.A. activity .**
- 6. Determine dates for team commitments for Fall , Winter and Spring activities .**

**iii ) POLICIES**

- 1. Convenors must have the approval of the committee to make any changes to the template format .**
- 2. Activities that do not have a convenor by the commitment date will be cancelled for that year.**
- 3. Schools that do not commit a team to a B.A.A. activity by the commitment date will not be allowed to participate in that activity.**
- 4. Schools that drop out of an activity after the commitment date may be sanctioned by the B.A.A.**

**Section 2 : PROTEST , COMPLAINTS COMMITTEE**

- i ) MEMBERS : B.A.A. President [ chair ] \*\*  
Principals' Representative \*\*  
Executive Director \*\***

**\*\* a designate will be named should a conflict arise  
from the school of the member's school . Retired  
personnel will be affiliated with their last school .**

**ii ) RESPONSIBILITIES :**

- 1. To adjudicate protests , complaints or suspensions that are  
forwarded from the convenor of any activity under the  
auspices of the B.A.A.**

## BY-LAWS OF THE BLUEWATER ATHLETIC ASSOCIATION

### By-Law 1    Section 1:    Convenors

The Convenor shall be nominated and elected or approved at the first Board of Directors' Meeting for a period of two (2) years .

### Section 2:    Duties of the Convenor

Convenors shall:

- a) plan schedules, play-offs, and championship tournaments and submit them to the Vice-President as requested for Executive approval by the end of the first week of school for Fall and Winter sports.
- b) call a pre-season meeting if necessary; call a sports meeting shortly after the completion of the season or survey all coaches for input about any proposed changes.
- c) Reports
  - i) Sports Report - complete a summary of the season and submit it to the Secretary of the Association along with a financial report.
    - by the end of November for Fall sports
    - by the end of March for Winter sports
    - prior to the June Board of Directors' Meeting for Spring sports
  - ii) make recommendations and motions for changes to:
    - the Constitution to the Secretary
    - the playing rules and regulations to the Secretary using time guidelines as outlined in Article V, Section 2.
- d) make certain all eligibility forms ( Appendix 1 ) are received one week prior to the first league competition or one week prior to the day of a 1-day competition.
- e) arrange for the presentation of the B.A.A. plaque at the championship game or tournament.
- f) set up an account or arrange for funds to operate through the Principal and Athletic Director for 1-day events.
- g) arrange for the presentation of B.A.A. medallions for individual and team B.A.A. champions according to By-Law 6 , Section 1 ( b ).
- h) deal with protests and suspensions as in By-Law 4 Protests and Complaints and Suspensions and report to the President
- i) supply the referee-in-chief with the league schedule and any additional information applying to the league
- j) supply the B.A.A. Director from each school with the most recent referee fee schedule and list of referees if there is no referee-in-chief to provide officials for playoffs.
- k) Each convenor will be given a binder outlining regulations and expectations of his/her sport. Convenors are requested to maintain this binder by including in it any information that might be helpful in convening the activity. When a convenor completes his/her term, it is expected that this binder will be forwarded to the B.A.A. Executive so that the next convenor may use it. Should a binder go missing, please contact the B.A.A. Secretary for a replacement.
- l) In the event a Convenor of a particular sport has to withdraw services, a new Convenor must be appointed immediately by the Executive.

**Section 3: Sports Meetings**

- a) Voting at a sports meeting will be limited to the coaches present and the number of votes for each school will be determined by the number of teams involved in the sport.
- b) Agenda items for sport meetings should include:
  - starting times
  - playing regulations
  - schedules
  - playoffs for B.A.A. championship or qualification for C.W.O.S.S.A.
  - constitutional and playing regulation motions
  - refereeing
  - eligibility
  - league expectations regarding coaches' and players' conduct

A copy of the Agenda and Minutes of the meeting should be forwarded to the Secretary.

**By-Law 2**

**Section 1: Player Eligibility**

Age rules, as stated by C.W.O.S.S.A. and O.F.S.A.A will be observed.

All players will be eligible for no more than five (5) consecutive calendar years from date of entry into Grade 9.

**a) General :**

- i) Senior - a contestant shall not have attained his/her twentieth (20<sup>th</sup>) birthday prior to January 1<sup>st</sup> of the year in which school year begins .
- ii) Junior - a contestant shall not have attained his/her sixteenth (16<sup>th</sup>) birthday prior to January 1<sup>st</sup> of the year in which the school year begins .

**b) Track and Field and Cross Country Running**

- i) Senior - a contestant shall not have attained his/her twentieth (20<sup>th</sup>) birthday prior to January 1<sup>st</sup> of the year in which the school year begins .
- ii) Junior - a contestant shall not have attained his/her seventeenth (17<sup>th</sup>) birthday prior to January 1<sup>st</sup> of the year in which the school year begins .
- iii) Midget - a contestant shall not have attained his/her fifteenth (15<sup>th</sup>) birthday prior to January 1<sup>st</sup> of the year in which the school year begins . A student is eligible for Midget competition for one year only upon entry to Grade 9 .

**Section 2: Validation of Age, Year Entered High School and Course Load**

To determine the eligibility of competitors as to age, year of entry to Grade 9 and course load, the Ontario School Record folder of each competitor will be consulted. The principal, coach and Athletic Director will certify on a standard eligibility form that this process has been carried out.

**Section 3: Academic Standing and Deportment**

The principal of the school shall decide if a participant's academic standing and overall deportment shall permit him or her to engage in a contest.

**Section 4: Attendance**

A competitor in any B.A.A. contest must be a student in regular attendance as defined by O.F.S.A.A. and C.W.O.S.S.A.

A student who has earned less than 22 course credits 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 credit courses in the semester in which he/she participates. A student who has earned 22 or more course credits must be taking four non-semestered full day credits. In a semestered school, a student must take two ( 2 ) full day credit courses in the semester in which he / she participates .

A student must register and be in attendance either within two ( 2 ) weeks of the normal registration period for the year or at least four ( 4 ) weeks prior to the event concerned. Student status can be determined by consulting the daily registers of the schools.

A student will be eligible for no more than five ( 5 ) consecutive calendar years from the date of his/her entry into Grade 9.

**By-Law 2      Section 5:    Eligibility**

All competitors in each B.A.A. activity shall be certified eligible as to academic standing and regularity of attendance. Such certification shall be in the form of an eligibility form ( Appendix 1 ) signed by the Principal, Coach and Athletic Director. This form must be taken to any B.A.A. event.

Completed eligibility forms must be submitted to the convenor one week prior to the first league competition or one week prior to the day of a 1-day competition.

A coach / teacher representative is responsible to ensure that team members competing in B.A.A. competition remain eligible throughout the entire season . Failure to do so will result in forfeiting games played with ineligible players.

Forward one copy of the eligibility form to the B.A.A. designated Executive member one week prior to league competition or the one ( 1 ) - day competition.

Changes to the eligibility form may be made by submitting an amended eligibility form, duly signed by school personnel to the convenor and the B.A.A. designated Executive member .

A separate C.W.O.S.S.A. eligibility form must be completed and taken to any C.W.O.S.S.A. event.

**By-Law 2      Section 6:    B.A.A. Transfer Policy**

The B.A.A. follows the O.F.S.A.A. Transfer Policy.

*“No school shall include in its lineup any student who has been registered as a transfer from another school within the previous twelve ( 12 ) months. The Federation’s Transfer Policy applies to all students transferring into Ontario high schools.”*

**Before determining the section of the Transfer Policy under which your appeal will be made, read the entire policy carefully so as to ensure that you are appealing under the appropriate section and that you are able to provide the documentation required.**

- (a) (i) there has been an accompanying change in legal residence by the student and his/her immediate family to within the designated school boundaries, ( immediate family is the parents or the student's legal guardian as determined by a court of competent jurisdiction ). The student must attend either ( a ) the designated school as determined by school board boundaries within the same type of school system ( public, catholic or independent ) from where the student has transferred, or ( b ) another school in a different system which is significantly closer geographically.**
- (ii) Students transferring to an Ontario school from outside North America may apply under this section.**
- (b) (i) the student did not participate in any sports at the Interschool level for twelve months prior to the date of transfer. OR**
- (ii) the student accepts his/her ineligibility under the Transfer Policy, but requests eligibility for the sports he/she did not participate in at the interschool level for the twelve months prior to the date of transfer. However, a student who completes a twelve ( 12 ) month period of ineligibility as a result of a previous transfer and then transfers again, may not apply to be deemed eligible under this section for interschool competition in that sport.**
- (c) the student has transferred from a non-semestered school to a semestered school for Semester 1 and is either within one ( 1 ) semester of graduation or is within four ( 4 ) OACs of the academic requirements for university admission. The purpose of such a transfer is to complete high school in one semester. Such a student is eligible for Semester 1 only and will be ineligible for twelve ( 12 ) months after the conclusion of the semester. The student must attend either ( a ) the designated school as determined by school board boundaries within the same type of school system ( public, catholic, or independent ) from which the student has transferred , or ( b ) another school in a different system which is significantly closer geographically.**
- (d) the student has been placed in a school by ( i ) an I.P.R.C. ( Identification , Placement, and Review Committee ) decision; or ( ii ) a court order. The Federation's Board of Reference shall require and receive a letter from the Principal of the school from which the student has transferred , stating the reason for the placement of the student by I.P.R.C. , or a copy of the court order placing the student in the new school, whichever is applicable.**
- (e) the student has transferred for major academic program needs.**

Major academic program needs are defined as a series of related courses which is unattainable at the previous school and which is required to reach a specific post-secondary goal ( i.e. college or university entrance, employment, apprenticeship ). The student must attend either ( a ) the designated school as determined by school board boundaries within the same type of system ( public, catholic, or independent ) from where the student has transferred, or ( b ) another school in a different system which is significantly closer geographically.

- ( f ) the student:
- ( i ) has transferred prior to their Grade 10 year for exceptional personal, social, or academic reasons;
  - ( ii ) has changed residence to live with a custodial parent , or to live with a new, court-appointed legal guardian.
  - ( iii ) has transferred to remove him/herself from an abusive home or school environment. Documentation detailing the abusive situation shall be provided by the applicant from the sending school, psychologist, social worker, medical doctor, or police , as the case may be. ( All documentation will be reviewed respecting confidentiality. )

Notwithstanding any of the above, no student may play the same sport for more than one school in the same league or municipality in the same school year unless the student is ruled eligible by the Federation's Board of Reference under subsection ( a ) of the Transfer Policy.

**Notes:**

1. Once a student has changed schools, he/she is considered a transfer student and even if he/she returns to a school, he/she must comply with the Transfer Policy .
2. A student attending a school as a result of a closure of his/her former school is not considered a transfer student.
3. The word "participate" in section ( b ) of the Transfer Policy means competing for your school in that activity. This includes exhibition games and invitational tournaments/events, not just league play.
4. The Board of Reference will not consider as reasons for transfer :
  - ( i ) the relative ranking of schools or the difference in delivery of courses with the same Ministry course codes
  - ( ii ) that a sport or team is no longer offered at the previous school.
5. Students moving from a school in a strike/lock-out area are ineligible for all sports played in the previous twelve ( 12 ) months from their date of entry into the new school.
6. Out of province and out of country exchange students are not considered transfer students and are eligible for all sports.
7. Students who have graduated from high school or equivalent in other provinces, states or countries, and have the number of required credits to be eligible for post secondary education in Ontario, are ineligible for B.A.A. competition.

**DOCUMENTATION REQUIRED TO SUPPORT THE APPEAL:**

APPLYING	TIMETABL	TRANSCRIP	COURT	I.P.R.C.	LETTERS OF	PROOF OF
Section (a)(i)						X
						X
Section (c)	X	X				
Section (d)	X	X		X		
Section (e)	X	X			X	
Section (f) (i)	X	X	X		X	
(f)	X	X				X
(f)	X	X			X	
Section (b)	Name of					

\* If applicable ( court document required ). Any other pertinent documents are welcome.

**By-Law 2 Section 6 : B.A.A. Transfer Policy PROCEDURES**

- a ) Students requesting eligibility under Sections (a), (b), (c) (d) (e) or (f) must fill out the Appeal for Eligibility Form along with supporting documentation and have it submitted for consideration to the B.A.A. President at least two ( 2 ) weeks prior to the start of competition. Any appeal of a decision on eligibility by the B.A.A. President must be made to C.W.O.S.S.A. ( or then to O.F.S.A.A. ), observing their deadlines for Eligibility Meeting dates.
- b) If a transfer, (non-resident), or a private school student, at a later date during the same school year, returns to his/her original school, or to a school area of his/her parent’s residence, he/she shall be eligible immediately if registered at the beginning of the school year. If he/she registers after September 20<sup>th</sup>, the four week rule shall apply as stated in Section 4 of this By-Law.
- c) The B.A.A. President will review submissions under By-Law 2, Section 6 on dates consistent with C.W.O.S.S.A. and O.F.S.A.A. deadlines; C.W.O.S.S.A. and O.F.S.A.A. eligibility meeting dates will be provided to the B.A.A. Athletic Directors in case a decision on eligibility is appealed.
- d) **THE STUDENT IS INELIGIBLE TO PARTICIPATE** in any school game until the signed application is approved by the B.A.A. Executive and the school is notified that he/she is eligible to play. The student will be allowed to practice with the school team until the appeal for eligibility is reviewed.
- e) A student who has been declared ineligible by the B.A.A. under By-Law 2, Section 6 will not be allowed to practice, to participate in exhibition games for the school and cannot participate in any B.A.A. events.

**By-Law 2**

**Section 7: Participation**

- a) A player who plays in more than one B.A.A. - scheduled contest of a higher age classification, shall be ineligible for the lower age classification for the balance of the season **in that sport**. In soccer, any player who plays more than one game at a higher age classification, shall forfeit any eligibility at the lower age classification thereafter. ( Exhibition games do not apply. )
- b) A player to qualify for a play-off game in an age classification must have played in one of the regular league games in that classification.
- c) Expulsion or suspension from school shall render the competitor ineligible until he/she is re-instated by the Principal of the school concerned.

**By-Law 2**

**Section 8: Penalties**

- a) If an ineligible player competes in a game, that game will be counted as a loss for the school for which he/she competes, a win for the opposing school and an adjustment in the standings.
- b) Students who have been declared ineligible by reason of expulsion or suspension shall not be eligible to practise or participate in exhibition games for the school during his/her period of ineligibility. This clause does not apply to the Transfer Policy of Section 6.
- c) If the offence is not discovered until after the season for that sport has concluded, the matter shall be referred to the Executive for appropriate action.
- d) Any team which does not submit a B.A.A. school eligibility form to the appropriate Convenor and the B.A.A. Vice-President as per By-Law 2, Section 2 (d) will:
  - i) in a single-day B.A.A. competition, be permitted to participate; however, team members cannot eliminate any other school team and the team will not be eligible for B.A.A. medals , the B.A.A. championship or participation in C.W.O.S.S.A. events .
  - ii) in a B.A.A. team schedule, be permitted to play; however, will forfeit all points granted for wins (or ties) in games played prior to the date when the eligibility form is received by the Convenor or Vice-President.
- e)
  - i) If a visiting team forfeits a scheduled game without proper notification [ within 24 hours of the scheduled time ] to the home team , the member school of the visiting team will compensate the member school of the home team for any expenses which were incurred because of the improper notification [ i.e. referee costs , supply teacher costs ] . The member school of the home team will prepare a statement of expenses and forward that statement to the offending school for compensation . A copy of the statement will be sent to the B.A.A. Secretary in order that the B.A.A. Executive is aware of the accounting and can follow up to ensure that the compensation is paid .
  - ii) If a home team forfeits a scheduled game without proper notification [ within 24 hours of the scheduled time ] , the member school of the visiting team will prepare a statement of expenses which were incurred [ i.e. bussing costs , supply teacher costs ] and forward that statement to the offending member school for compensation . A copy of the statement

will be sent to the B.A.A. Secretary in order that the B.A.A. Executive is aware of the accounting and can follow up to ensure that the compensation is paid .

- iii ) If a member school forfeits a scheduled game and no expenses are incurred by the offended member school , then the B.A.A. Executive will determine the monetary penalty to be assessed .

**By-Law 2      Section 9:    Student Withdrawal During School Year**

Withdrawal from the school shall render the student ineligible for a period of one (1) year from the date of withdrawal, “unless, upon his/her return to school, the Principal of that school certifies in writing through the B.A.A. to the Executive Secretary of C.W.O.S.S.A. that participation in athletics was not the primary reason for either withdrawal or return”.

- a) All appeals for waiving of this rule for B.A.A. competition must be submitted to the President for consideration by the Executive. These appeals must be accompanied by appropriate documentation and a supporting rationale.

**By-Law 3      Section 1:      Coaching Personnel and Department**

- a) All coaches must be approved by the Principal.
- b) Coaches are responsible to the Principal for their program.
- c) A non-teacher may coach but a member of the regular teaching staff must be in attendance, on site and within the immediate area of competition and assume responsibility during the competition. In individual sports, where a coach is unable to attend a competition, participants may be supervised by a retired teacher or a teacher from another BAA school, provided written permission is given by the participants’ Principal and Athletic Director.
- d) Retired teachers who are members of the College of Teachers may be allowed to coach without a regular teaching staff advisor.
- e) An educational assistant employed by the Bluewater District School Board or the Bruce - Grey Catholic School Board is eligible to coach without teaching staff supervision at the B.A.A. level .
- f) See Appendix 3 for guidelines.

**By-Law 4 Section 1: Protests, Complaints ,Unsportsmanlike Conduct , and Suspensions ,**

- a) **Protests:**  
The following procedures are to be used in all cases in which a protest is being considered:
  - i) If a Coach intends to protest a game, courtesy requires that the head official and opposing coach be informed of the proposed protest.
  - ii ) The Athletic Director is the only person who can formally submit a protest.
  - iii) This protest must be delivered, in writing, to the Convenor of the sport within two (2) school days of the event.

- iv) **The protest must be signed by the Athletic Director, the Coach and the Principal.**
- v) **A copy of the protest must be delivered at the same time to the other school. The Convenor will investigate the matter promptly and thoroughly and will report to the President of the Association, together with his/her recommendations.**
- vi) **If the Convenor, the President and the Principal's Representative are in agreement with respect to the way in which the protest should be resolved, they shall make the necessary decision(s) and report the decision(s), all with detailed rationale, to all persons affected by the decision(s). Their decision(s), along with relevant information and supporting rationale, shall be kept by the Secretary.**
- vii) **If the above persons mentioned in (vi ) do not agree, the protest will be referred to the Executive**

**Protests [ Cont'd ]**

- viii) **If the decision of vi ) is to be appealed , the following process will occur :  
Members of the Appeal Board will be the Executive of the Bluewater Athletic Association . Members of the original decision- making body [ President and Principals' Representative ] are not eligible to vote during the appeal. If a member of the Bluewater Athletic Association is involved in the initial dispute , he / she may sit on the Board of Appeal but are not eligible to vote . An appeal must be submitted within two (2) weeks of the delivery of the initial decision . The appeal process is to be a meeting which may involve the Executive of the B.A.A. , the Athletic Director and Principal of the schools involved , the person making the appeal and the complainant . Each presenter may speak for ten ( 10 ) minutes with questions from the members of the Appeal Board to follow . The President will determine the order of presentations . A decision on the appeal must be reached within forty - eight ( 48 ) hours of the appeal hearing .**
- ix ) **If the decision of the Appeal Board [ viii ] is disputed , an appeal panel consisting of the Director of Education of the Bluewater District School Board or designate , the Director of the Bruce Grey Catholic District School Board or designate , and the Superintendent of Secondary Activities [ BWDSB ] will make the final ruling .**

**b) Complaints :**

- i) **If a game official, or any member of the B.A.A., submits a negative report on a player, coach, game official or fan to a Convenor, the Convenor shall investigate the matter promptly and submit a report to the President.**
- ii) **Any decisions or recommendations made shall be communicated to all affected, along with supporting rationale.**

**c) Unsportsmanlike Conduct**

- i ) **Unsportsmanlike means any action by a member school representative that tends to bring discredit to B.A.A. and / or high school sport in general .**
- ii ) **Action by the member school concerned :**

1. The coach of the team concerned , as the Principal's representative is expected to immediately report any such incident to his / her Principal . The Principal will fulfill the membership agreement of his / her school; with B.A.A. as outlined in Article III of the Constitution .
2. He / She [ Principal] will report the incident to the President of the B.A.A. and cooperate with him / her in the investigation of the affair.
3. As part of this investigation , the Principal will summon the accused to meet with him/ her and all available eyewitnesses . He / She shall inform the accused of the charge and hear the accused's side of the story .
4. Without delay , the Principal will then consider the evidence and after consultation and agreement with the B.A.A. President , will determine and enforce appropriate , fair action in the situation .

d ) **Suspensions** :

- i) A player or Coach who is ejected from a game/match will automatically be suspended from the next game/match.
- ii ) A suspension report must be completed for every suspension occurring during play involving athletes under B.A.A. auspices.
- iii ) Suspensions must be reported to the President by the Convenor for appropriate communication with the Principal, Coach and/or player .
- iv ) A player or coach suspended from a game must be interviewed by the Coach [when a player is suspended ] , B.A.A. Director and Principal to discuss his/her conduct before returning to play.
- v ) If the official, opposing coach, or player so recommends, the Executive will meet to consider the matter further, and if necessary, a representative of the Executive will meet with the Principal, Athletic Director, Coach and player.

**By-Law 5**      **Section 1: Scheduling**

- a) The playing dates for B.A.A. events will be provided on a timely basis.
- b) The setting of dates must respect examination periods for all schools. No league play will be scheduled for any school during their exam period.
- c) Where it is necessary to change the printed and circulated schedule, the following procedure should be used:
  - contact the Coach and/or Athletic Director of the school affected by the request at least one (1) week prior to the requested change, unless it is an emergency situation.
- d) Any rescheduled game as arranged by the two coaches concerned must be approved by the convenor .
- e) If there is not a mutual agreement, the schedule is to be followed or the game/match will be forfeited.

**Section 2: Postponed Games**

- a ) Games may be postponed for the following reasons:
  - i) inclement weather/protection of players and/or playing fields

**By-Law 5    Section 2    Postponed Games                    ( cont'd )**

- ii) **extenuating circumstances :**  
**All communication with respect to the postponement should occur, for league play, before 10:00 a.m. on the game day or before 7:00 a.m. for 1-day events.**

**The following must be contacted by the host school:**

- **visiting school (Coach/Athletic Director/Principal)**
  - **Convenor**
  - **Officials**
- b ) **To cancel a scheduled game , the Coach and Athletic Director of the home team will confer and then recommend postponement after consulting with the convenor and the visiting team . The convenor will determine the date of the rescheduled game after consulting the concerned teams .**
- c ) **Rescheduling of cancelled contests:**  
**The duty to reschedule a postponed game will be the responsibility of the convenor in consultation with the concerned teams .**

**By-Law 6    Section 1:    Program of Interschool Activities**

a) **B.A.A. Activities :**

**These activities are considered BAA championship activities and are eligible for a B.A.A. plaque and for B.A.A. championship medallions.**

	<u>BOYS</u>	<u>CO-ED</u>	<u>GIRLS</u>
Fall	Jr/Sr Volleyball Jr Soccer Football Golf	Mgt/Jr/Sr X-Country Run Tennis	Jr/Sr Basketball Jr. Soccer Golf
Winter	Jr/Sr Basketball Curling Ice Hockey	Jr/Sr Badminton X-Country Skiing	Jr/Sr Volleyball Curling Ice Hockey
Spring	Jr/Sr Rugby 15's Sr Soccer	Track and Field Mountain Biking	Sr Soccer Sr. Rugby 15's

- b) **B.A.A. championship medallions will be awarded to activities with B.A.A. championships based on the following information:**

<b>Tennis ( 8 - individual )</b>	<b>Track &amp; Field ( 6 - individual )</b>
<b>Golf ( 2 - individual, 8 - team )</b>	<b>Volleyball - Junior ( 24 - 2 teams )</b>
<b>Badminton - Junior ( 8 - individual )</b>	<b>- Senior ( 24 - 2 teams )</b>
<b>- Senior ( 8 - individual )</b>	<b>Ice Hockey - ( 40 - 2 teams )</b>
<b>Basketball - Junior ( 24 - 2 teams )</b>	<b>Curling ( 10 - 2 teams )</b>
<b>- Senior ( 24 - 2 teams )</b>	<b>Football ( 45 - team )</b>
<b>Soccer - Junior ( 40 - 2 teams )</b>	<b>Rugby ( 15s' ) -Junior ( 25 - team )</b>
<b>- Senior ( 40 - 2 teams )</b>	<b>-Senior ( 50 - 2 teams )</b>
<b>Cross-Country Run ( 6- individual )</b>	
<b>Nordic Skiing ( 4 – individual )</b>	

**Additional medallions may be purchased by member schools as needed.**

**By-law 6      Section 2:    B.A.A. Festival Activities**

The following sports are approved as B.A.A. activities, allowing for participation in CWOSSA competition without a B.A.A. championship:

swimming	girls' field hockey
alpine skiing	rugby 7's
mgt. volleyball and basketball	softball
gymnastics	wrestling

If less than four (4) schools wish to compete in a new activity, the activity must be presented as a new Festival activity for approval according to Section 1 .

A Festival activity may be moved to By-Law 6, Section 1, B.A.A. Activities, upon written motion at the June Board of Directors' Meeting.

\*\*\*\* All sanctioned sports will qualify for financial assistance for championships beyond the B.A.A. level.

**By-Law 6      Section 3:    Introduction of New Activities**

- a) Application for the introduction of an activity must be made to the Executive of the B.A.A. through the Secretary by March 1 in the year prior to participation.
- b) The application must include the following information:
  - i) a rationale to justify the introduction of the new sport.
  - ii) a set of recommended playing rules and regulations for the sport.
  - iii) a statement regarding the availability of facilities.
  - iv) a statement regarding the availability of officials .
  - v) the name of the Sport Convenor.
  - vi) a written statement, from each school intending to participate, that this activity has been sanctioned by the Principal and the Athletic Director.
  - vii) the projected cost of the new activity per school.
- c) A vote on the application to introduce a new activity will occur at the June B.A.A. Board of Directors' Meeting.
- d) If approved, a representative of the Executive, along with the Sport Convenor, will make a formal presentation to the Principal's Association and to the Senior Administration for approval of funding and inclusion as a "new activity".

\*\*\*\* \* Revised SEPT . 2007 **APPENDIX 1** [ revised yearly by Secretary as to dates]

**B.A.A ATHLETIC ELIGIBILITY FORM** YEAR \_\_\_\_\_  
 AGE CLASSIFICATION : Junior Senior(Open) Mgt. Boys Girls SPORT \_\_\_\_\_  
 ( Circle ) ( Circle )  
 SCHOOL \_\_\_\_\_ COACH \_\_\_\_\_  
 Staff or Non-Staff \*[ Circle One ] \* Staff advisor if Non-Staff

Athlete's Name	Date of Birth	Year	Numbe		Did	** Date of	
Smith , Jamie	Sept. 4/ 89	2002	18	3 (of	4 (of	No	Sept. 22/
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							
17.							
18.							
19.							

\*\* Date when B.A.A. Appeal for Eligibility of Transfer Student [ Appendix 2 ] is approved. Complete only when previous column shows NO

Coach's Signature \_\_\_\_\_ Print \_\_\_\_\_

Athletic Director's Signature \_\_\_\_\_ Print \_\_\_\_\_

Principal's Signature \_\_\_\_\_ Print \_\_\_\_\_

**SUBMIT - ONE COPY to DOUG COULTES , SECRETARY FAX ( 519 -395 - 5450 ) KDSS ( Board courier - paper copy ) ONE WEEK PRIOR TO THE FIRST LEAGUE COMPETITION OR A ONE ( 1 ) - DAY COMPETITION.**

**SUBMIT - ONE COPY to the ACTIVITY CONVENOR ONE WEEK PRIOR TO THE FIRST LEAGUE COMPETITION OR A ONE ( 1 ) - DAY COMPETITION.**

**B.A.A. APPEAL FOR ELIGIBILITY**

Name of Student \_\_\_\_\_ Residential Phone \_\_\_\_\_  
please print

Address \_\_\_\_\_

I am transferring to \_\_\_\_\_ for the following reason:  
(School)

\_\_\_\_\_  
\_\_\_\_\_

Applicable Subsection: By-Law 2, Section 9 \_\_\_\_\_ Year \_\_\_\_\_

If applying under By-Law 2, Section 9 (b), list the sporting activities played within the last twelve (12) months:

\_\_\_\_\_

List sporting activities for which eligibility is requested:

\_\_\_\_\_

\_\_\_\_\_  
Student's Signature

.....  
We, \_\_\_\_\_ and \_\_\_\_\_

Principal

Athletic Director

of \_\_\_\_\_  
Receiving School

believe this student is transferring to this school for the reason given above.

.....  
We, \_\_\_\_\_ and \_\_\_\_\_

Principal

Athletic Director

of \_\_\_\_\_  
Sending School

believe this student is transferring to \_\_\_\_\_  
Receiving School

for the reason given above.

.....  
Signature of officials will confirm statements.

Executive:

**APPROVAL**

**REJECTION**

\_\_\_\_\_  
\_\_\_\_\_  
President Secretary

Review Date: \_\_\_\_\_

“ The current transfer appeal for eligibility form as used by OFSAA is to be completed and forwarded to the B.A.A. Executive member assigned to review transfer appeals for eligibility. “

## APPENDIX 2A

### B.A.A. TRANSFER POLICY

#### **By-Law 2 Section 9:**

**A student or his/her representative may apply to the B.A.A. to be deemed eligible to participate in B.A.A.-sponsored events if:**

- a) there has been an accompanying change in legal residence to within the designated school\* boundaries by the student's parent(s) or the student's legal guardian as determined by a court of competent jurisdiction;
- b) the student did not participate in that sport at the interschool level for the twelve (12) months prior to the date of transfer. However, a student who completes a twelve (12) month period of ineligibility as a result of a previous transfer, and then transfers again, may not apply to be deemed eligible under this subsection for interschool competition in that sport.
- c) the student has transferred from a non-semestered school to a semestered school for Semester I and is either within one (1) semester of graduation [or] is within four (4) OAC's of the academic requirement for university admission. The purpose of such a transfer is to complete high school in one semester. Such a student is eligible for Semester I only and will be ineligible for twelve (12) months after the conclusion of that semester. Students who claim to be eligible under this subsection must have transferred to the school nearest to their parent(s)' or legal guardian's residence which offers the subjects they seek.
- d) the student has been placed in a school by an I.P.R.C. (Identification, Placement and Review Committee) decision. The B.A.A. shall require and receive a letter from the principal of the school from which the student has transferred, stating the reason for the placement of the student by I.P.R.C.
- e) the student's case is an exceptional one. In the event that a student should apply under this subsection, the B.A.A. shall require and receive letters from the principal of the school from which the student transferred, stating the exceptional nature of the student's case. Under this subsection, the B.A.A. may consider a student's case to be exceptional on the basis of transfer for academic reasons or goals. In all cases the B.A.A. will consider the proximity of the receiving school to the residence of the student's parent(s) or legal guardian.

#### **Notes:**

1. Once a student has changed schools, he/she is considered a transfer student, and even if he/she returns to a school, he/she must comply with the Transfer Policy.
2. A student attending a school as a result of the closure of his/her former school is not considered a transfer student.
3. A student transferring for the purpose of upgrading may apply under section (e) only.
4. Notwithstanding any of the above, no student may play the same sport for more than one school in the same League or Municipality in the same school year, unless the student is ruled eligible by the B.A.A. -Transfers under subsection (e) of the Transfer Policy.
5. A student must attend the closest school within the same type of school system (public, separate or independent) from where the student has transferred. If this is not the case, the student may apply under section (e) of the Transfer Policy.
6. The word "participate" in section (b) of the Policy means competing for your school in that activity. This includes exhibition games and invitational tournaments/events, not just league play.

- A. At or before the first practice of any sport, the Coach will warn newcomers that they are not eligible to participate unless they satisfy one of the above requirements.
- B. If a student claims eligibility under any of the above, he/she must submit such claim in writing to the Principal using the B.A.A. Appeal for Eligibility Form.
- C. **THE STUDENT IS INELIGIBLE TO PARTICIPATE IN ANY SCHOOL GAME** until the signed application is approved by the B.A.A. Executive. The student will be allowed to practice with the school team until the Appeal for Eligibility is reviewed.
- D. The B.A.A. Executive will review submissions made to the President under Section 9 on dates consistent with CWOSSA and OFSAA deadlines: mid-September and October, early December, February and April. Specific dates will be provided each year by the Executive.
- E. A student who has been declared ineligible by the B.A.A. Executive because of the Transfer Policy will not be allowed to participate in exhibition games for the school and cannot participate in any B.A.A. event.

**GUIDELINES FOR DEPARTMENT OF B.A.A. COACHES**

In all competitions within the B.A.A., the coaches and teams represent the schools whose members have subscribed to the objectives contained in the B.A.A. Constitution. In keeping with the spirit of these objectives, the B.A.A. sets forth the following guidelines for coaches:

1. The coach is responsible for his/her team in all aspects related to competition. This pertains to behaviour such as personal appearance and conduct, in public, during travel, and in overnight accommodation.
2. The coach exemplifies a teacher and social leader. The educational objectives concerned with positive changes in the lives of the participants are more important than winning any particular contest. Attributes such as: desiring to achieve excellence, living a more healthful and purposeful life, respecting the dignity of others, making personal sacrifices for others' benefit and becoming a more useful and loyal citizen, are lasting benefits of athletic participation.
3. The coach must strive to recruit the most highly competent officials possible and respect their judgement and interpretation of rules.
4. The coach must teach fair play. Players who display unsportsmanlike or unethical conduct must be disciplined by their coaches.
5. The coach's conduct during competition is a matter of public record. He/she should maintain poise and self-control and display good sportsmanship in both winning and losing.
6. The coach is a host for visiting teams and should urge others in his/her school to be courteous and fair to them. If he/she has specific expectations or instructions for the visiting teams, the teams should be informed of them well in advance.

APPENDIX 4

THE BLUEWATER ATHLETIC ASSOCIATION  
SUSPENSION REPORT

This report is to be submitted by the coach of the school from which the athlete has been suspended as a result of an athletic contest.

Activity: \_\_\_\_\_

Game: \_\_\_\_\_ vs \_\_\_\_\_

Date: \_\_\_\_\_ Place \_\_\_\_\_

Name of Participant ejected from game: \_\_\_\_\_  
School: \_\_\_\_\_

Reason for Ejection: (include referee report where appropriate)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Terms of Suspension:

\_\_\_\_\_  
\_\_\_\_\_

Appealed: Yes: \_\_\_ No: \_\_\_ Date of Appeal: \_\_\_\_\_

Result of Appeal: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Any previous suspensions: Date: \_\_\_\_\_ Sport: \_\_\_\_\_

\_\_\_\_\_  
Signature Principal/Designate

\_\_\_\_\_  
Signature Athletic Director

\_\_\_\_\_  
Signature Coach

**Note: A player suspended from a game must be interviewed by the Coach, B.A.A. Director and Principal to discuss his/her conduct before returning to play.**

Original: to Principal

Copies to: Coach of opposing team  
Convenor of the sport  
Bluewater Athletic Association President  
Bluewater Athletic Association Secretary

**APPENDIX 5**

**BLUEWATER ATHLETIC ASSOCIATION  
CONVENOR REPORT**

**CONVENOR** \_\_\_\_\_ **DATE** \_\_\_\_\_

**CONVENOR'S SCHOOL** \_\_\_\_\_

**YEAR** \_\_\_\_\_ **SPORT** \_\_\_\_\_

**LEVEL: BOYS GIRLS CO-ED**

**1. Event Results or Standings (please attach a list if it is more appropriate/convenient.)**

**1. Brief comments on how well the event was run:**

**1. Budget/expense account:**

**1. Officials/Coaches/Players: Comments on sportsmanship**

**1. Discussion items or proposals/motions for the future**

**“ Specific forms for individual sports are also completed for reports by the convenor and these forms are revised as required .”**

## **APPENDIX 6**

### **BLUEWATER ATHLETIC ASSOCIATION APPRECIATION AWARD**

This award may be presented at the annual B.A.A. General Meeting in recognition of distinguished service to the B.A.A. as a Teacher-Coach, or Supervisor, or an active or former B.A.A. member.

#### **CRITERIA:**

1. To be presented to an individual retiring from the profession or leaving the B.A.A.
2. The individual should have at least 5 years service and membership in the B.A.A. or its founding associations.

#### **NOMINATION PROCEDURE:**

1. Any member of the B.A.A. is entitled to nominate persons for the award, provided the endorsement of one other member is obtained.
2. Nominations should be made to the Executive before the March meeting.

#### **PROCEDURE:**

A committee made up of the B.A.A. Executive will consider all nominations.

**APPENDIX 7**

**Bluewater Athletic Association Playing Regulations Format**

1. **SPORT** **GIRLS, BOYS, CO-ED**
1. **CONVENOR**
1. **LOCATION**
1. **TOURNAMENT/CHAMPIONSHIP STRUCTURE**
1. **ENTRIES/ELIGIBILITY**
1. **EXPENSES**
1. **PLAYING RULES/OFFICIALS**
1. **AWARDS**
1. **SCORING**
1. **ADVANCEMENT TO CWOSSA**

## APPENDIX 8

### BLUEWATER ATHLETIC ASSOCIATION CONVENOR'S GUIDELINES

Convenors are responsible for completing responsibilities as outlined in the Bluewater Athletic Association Constitution.

1. a) Schools should commit to teams by May 31<sup>st</sup>. (Secretary of BAA will send out the Request for Sports' Commitment form by May 15<sup>th</sup>)
  1. a) It is recommended that Convenors make a 2 year commitment to convening a sport.
  - b) All sports' schedules should be submitted for approval by the June Directors' Meeting.
  - c) Each sport will have a Convenor; an assistant Convenor may be designated from the non-represented division (North or South).
  
1. The BAA sports' schedule shall not commence until the completion of the regular schedule in the previous sport season.
  1. a) The following sports may hold a modified league/exhibition schedule with a one full-day championship: Badminton, Cross Country Running, Girls' Fastball, Golf, Gymnastics, Nordic Skiing, Tennis, Track and Field.
  - b) The following sports may schedule league games and playoff/championship format, commencing no earlier than 2:00 p.m.:  
Basketball, Curling, Field Hockey, Football, Ice Hockey, Rugby, Soccer, Volleyball. Exemptions must be submitted to BAA for approval.
  
1. It is recommended that in league play format, schedule no more than 3 games in a two week period.
  
1. Whenever possible, regular league and playoff formats should be uniform for both divisions (North and South). If the two divisions vary greatly in the number of teams participating, division lines can be redrawn.
  
1. Venues for playoffs/crossovers for the North and South shall follow the following format:
  1. • Even numbered years (e.g. 2000) = South
  - Odd numbered years (e.g. 1999) = North
  
1. Convenors are responsible for obtaining feedback from the coaches for adjustments in Playing Regulations and the season. Such feedback can be obtained at full day tournament meetings, special meetings called for such a purpose, or from surveys.  
Convenors should:
  - b) obtain initial feedback
  - c) send/deliver recommendations and changes to coaches for consensus
  - d) submit recommended changes to the BAA Secretary (ideally at the completion of the season OR 2 weeks prior to the June Directors' Meeting so that this information can be disbursed to the Athletic Directors for approval).
  
1. Following sanctions, a waiting period of 7 days must be observed before a team can re-enter BAA competition (Ont. Safety Guidelines for Interscholar Sports take precedence where applicable).
  
1. Each school should check the Appendix in the B.A.A. Constitution for a Convenor's checklist and

BLUEWATER ATHLETIC ASSOCIATION

McNALLY CONVENOR AWARD WINNERS

1998 - 1999	Doug Coultres Earl Farrell
1999 - 2000	Marcy McGill Barry Mutrie
2000 - 2001	No Nominees [ Work to rule ]
2001 - 2002	No Nominees
2002 - 2003	Bruce McGill Christy Mount
2003 - 2004	Harry Baker Larry Kreis
2004 - 2005	Dale Ahrens Tim Smith
2005 - 2006	Teresa Boley Tanya Byers
2006 - 2007	Seamus Keane Ruth Scheel
2007 - 2008	Marg Poste Barb Osborne

**Pre Amalgamation Recipients :**

1994 - 1995	Bill King [ District 1 ]
1995 - 1996	John Woodley [ District 1 ]
1996 - 1997	Jan Stocovaz [ District 7 ]
1997 -1998	Ross King [ District 1 ] , Lorne Johnson [ District 7 ]

CWOSSA Pete Beech AWARD RECIPIENTS

2006 -2007	Jim Griffin Marcy McGill
------------	-----------------------------

**APPENDIX 10 [ revised as required - may not be current form in use ]**  
**BLUEWATER ATHLETIC ASSOCIATION**  
**REQUEST FOR OVER AND ABOVE FUNDING**

to cover  
 CWOSSA, REGIONAL and OFSAA expenses

**PLEASE SUBMIT ONE FORM PER EVENT**

School : _____	Teacher in charge : _____
----------------	---------------------------

\*\*\*\*\* Please attach all receipts \*\*\*\*\*

Category	Costs	Paid By :	Paid To :	Date Paid :
Transportation - Bus				
Transportation -				
Entry Fee				
Banquet Fee				
Coaches				
Total Owing		To be paid by B.A.A.		
Number of athletes				

Authorization /	Signature	Date
Principal		
Athletic Director		
Coach		

1. Transportation is the only item to be included for CWOSSA events
2. Items which may be included in regional / OFSAA event submissions are :
  - a) transportation
  - b) entry fee
  - c) banquet fee
3. Team sports may access this fund to a maximum of \$ 1500.00 PLUS coach's accommodation.
4. Individual sports may access this fund to a maximum of \$ 100.00 per athlete PLUS coach's accommodation.
5. It is understood that the least expensive method of transportation / accommodation will be utilized. If coach buses rather than school buses are used ,for example, the extra costs are to be absorbed by the individual school.
6. Sports are only eligible for these funds if there has been a qualifying meet.

**Submit to : President , Bluewater Athletic Association**  
**cc : Treasurer , Bluewater Athletic Association**

Office use on reverse side

<i>For office use only :</i>	Debit	Account Code for Transfer
<b>Pay to :</b>	<b>Amount :</b>	

Revised form Sept.6, 2002