

# **Simcoe County Elementary Athletic Council**

## **Membership**

Simcoe County District School Board  
Simcoe Muskoka Catholic District School Board

# **C O N S T I T U T I O N**

**FIFTH REVISION**  
**June 2007**

**Prepared by: SCEAC Constitution Committee**

# Table of Contents

<b>Mission Statement</b>	<b>1</b>
<b>Role of the Simcoe County Elementary Athletic Council</b>	<b>1</b>
<b>Expectations</b>	<b>1</b>
<b>Organizational Model</b>	<b>3</b>
<b>Duties</b>	<b>4</b>
<b>Operating Guidelines</b>	<b>5</b>
<b>Rules, Regulations and Philosophy</b>	<b>7</b>
<b>Implementation</b>	<b>9</b>

---

<b>Sports By-laws</b>	<b>APPENDIX A</b>
<b>Tournament Dates and Locations</b>	<b>APPENDIX B</b>
<b>Region Breakdown</b>	<b>APPENDIX C</b>
<b>Tournament Formats</b>	<b>APPENDIX D</b>
<b>APM 45</b>	<b>APPENDIX E</b>
<b>Sample Student Athlete Contracts</b>	<b>APPENDIX F</b>
<b>Sample Codes of Conduct</b>	<b>APPENDIX G</b>
<b>Building Character Athletes Poster</b>	<b>APPENDIX H</b>

## Mission Statement

---

To offer students opportunities to participate in an athletic program that is organized and administered by the Simcoe County Elementary Athletic Council (SCEAC) under the jurisdiction of the Simcoe County District School Board, Simcoe Muskoka Catholic District School Board. The extent of each school's participation in SCEAC activities is determined by each school and is ultimately the school's decision.

The SCEAC recognizes that the development of our students encompasses physical, social, mental-emotional and intellectual factors. All students should have regular access to healthy physical activity. **The emphasis shall be on nurturing athletes of good character and on participation for as many students as possible.** The SCEAC provides quality inter-school sport as part of an integral educational experience that develops athletic potential and lifelong values in a healthy environment of respect and fair play.

**While there may be room for interpretation with some of the guidelines and rules stated in this document, it is your duty to abide by the spirit of this constitution by focusing on participation and fair play.**

## Role of the Council

---

The Simcoe County Elementary Athletic Council shall be the governing and decision-making body responsible for establishing, upholding, and modifying all By-laws pertaining to the co-instructional athletic programs in the SCEAC elementary schools.

This constitution shall be a working document and will be updated as new issues are brought to the council for review.

## Expectations

---

- a) Provide an environment for participation and competition within the schools in which the following ideals are nurtured and developed:
- fair play;
  - respect for self and others;
  - cooperation;
  - self-discipline;
  - positive leadership;
  - fun;
  - participation and skill development;
  - commitment.

The co-instructional program offers students the opportunity to participate and compete. Emphasis should be placed on participation and student involvement in a variety of activities.

The opportunity for interschool competitive experiences should be structured to enhance the overall development of the student athlete and develop the ideals listed above.

- b)** Promote interschool athletics as having an integral place in the total school program while recognizing the individual needs of schools and that co-instructional involvement is a voluntary activity on the part of those who participate.
- c)** Encourage and support in-service opportunities for teacher-coaches and volunteers.
- d)** Demonstrate to students, fellow staff members and community a high level of professionalism and concern for the student's total education and well-being.
- e)** Foster excellence in student performance and fair play.

## **Representation Model**

Each of the following representatives carries one vote at council.

### **SENIOR ADMINISTRATION (2)**

One supervisory officer or designate\* from the SCDSB and the SMCDSB

### **CHAIRPERSON (1)**

### **VICE CHAIRPERSON (1)**

Both elected from the membership bi-annually

### **REGIONAL CHAIRPERSONS (8)**

One from each of the eight regions

### **REGIONAL ADMINISTRATION REPRESENTATIVES (8)**

One from each of the eight regions to be chosen by the region.

### **DISTRICT ADMINISTRATION REPRESENTATIVES (5)**

One principal from each of the five districts to be chosen by the Liaison Committee Selections Team.

### **PROGRAM SERVICES OFFICER (2)**

One from each of the two member school boards

This model serves to ensure equitable access and representation at all SCEAC meetings.

\* Supervisory Officer's designate must be an administrator from the respective board.

## **Duties**

---

### **Supervisory Officer or designate\***

- a) Review and sign the SCEAC Membership Acceptance Document annually
- b) Distribute updated Constitutions and relevant SCEAC information to District meetings

### **Chairperson**

- a) Shall prepare agendas for each meeting
- b) Shall be spokesperson for the SCEAC
- c) Shall annually ensure a report, in co-operation with the executive, is prepared and sent to all Superintendents, Principals, and Regional Representatives
- d) Shall chair the Code of Conduct Committee for conflicts brought to the SCEAC
- e) Meet annually with representative from local basketball and volleyball refereeing associations to review and update schedules and rule modifications
- d) Shall ensure that copies of the minutes of all meetings are kept and distributed

### **Vice-Chairperson**

- a) Shall ensure that the sports calendar is developed for the following year, after consultation with the Executive
- b) Shall be aware of and record all Elementary Sports Council disciplinary measures;
- c) Shall co-ordinate the publication of the year-end report
- d) Notify media of all tournament dates and report results of events to the Public Relation Officer of each member board
- e) Shall take on responsibility of the Chairperson in his/her absence
- f) Assistance in booking facilities, coordinating schedules, seeking corporate sponsorships, and contacting the media as required

### **Past Chairperson**

- a) The Chairperson from the previous year shall sit on the SCEAC for an additional two years as a resource person to the Executive members and the Council at large

### **Athletic Coordination Team: (Chairperson from each Region)**

- a) meet in May with referee representatives to coordinate athletics scheduling for each region
- b) discuss formats for zone and regional tournaments
- c) convene the 7 County Tournaments

GIRLS VOLLEYBALL	GIRL BASKETBALL	FOOTBALL	WRESTLING
BOYS VOLLEYBALL	BOYS BASKETBALL	CROSS COUNTRY	

## **Treasurer**

- a) collecting funds from the regions
- b) tracking finances for county events
- c) issuing cheques for event expenses
- d) preparing an account summary for each council meeting

## **Secretary**

- a) Take and distribute minutes to every school

## **Regional Representatives**

- a) Operate their region in accordance with Simcoe County Elementary Athletic Council Constitution
- b) Attend Simcoe County Elementary Athletic Council meetings

## **Operating Guidelines**

---

### **Voting Procedures**

- a) Each SCEAC member in attendance has one (1) vote
- b) Voting is conducted with a show of hands
- c) A majority of those members in attendance is necessary to pass any item

### **Interim Decisions**

If issues arise between regularly scheduled meetings, the executive in consultation with the Supervisory Officer will discuss the matter and consider any mitigating circumstances. The executive will render an interim decision pending council approval at the next meeting.

### **Meetings and Agenda Items**

There will be three meetings each school year of the SCEAC.  
The dates for the following year will be decided by the membership at the June meeting.

Agenda items may be submitted to the Chairperson by:

- a) Principals through their Administrative Representative;
- b) Teachers/coaches through their Regional Athletic Council Chairperson.

Agenda items may be forwarded to the Chairperson by the:

- a) Executive Superintendent of Program Services;
- b) Members of the SCEAC.

Agenda items shall be proposed and forwarded to the Chairperson:

- a)** In writing two (2) weeks before the SCEAC Meeting;
- b)** With appropriate background material;
- c)** In the form of a recommendation.

### **Motions Passed**

Motions passed by the SCEAC will be incorporated into the Constitution where appropriate.

### **Minutes**

Shall be distributed by e-mail to:

- a)** All Area Superintendents of Education;
- b)** All SCEAC Members;
- c)** All Principals;
- d)** All School Athletic Representatives.

## **Rules, Regulations and Philosophy**

**All athletes, coaches, referees, volunteers and spectators involved in SCEAC events shall abide by the rules and code of conduct of the SCEAC and of the facility in which the event takes place. This includes but is not limited to: dress code, out of bounds areas, and behaviour. It is the coach's responsibility to ensure their players abide by these regulations.**

**The SCEAC provides county tournaments for grade 7 and 8 students only. Students not in grades 7 or 8 may compete only with the permission of the Regional Council because they are age appropriate, or the team requires more players and insufficient grade 7 or 8 students are eligible. Once a junior player participates in any intermediate game, they are no longer eligible to participate in that sport at the junior level unless given permission by the Regional Council. Permission may only be granted if there are insufficient junior players in the school and no junior has been denied membership on that team.**

### **Coaches' Code of Ethics**

As a professional educator and/or coach within the Elementary Sports Council I will endeavour to:

- a) Exemplify a positive role model for students;
- b) Respect the integrity and personality of the individual athlete;
- c) Encourage maximum pupil participation;
- d) Temper the goal of winning with positive, competitive learning experiences;
- e) Encourage sportsmanship and fair play;
- f) Abide by the rules of the game in letter and in spirit;
- g) Respect the integrity and judgement of the officials;
- h) Demonstrate a continuing interest in coaching principles and techniques through professional improvement;
- j) Encourage respect for all athletes and their values;
- k) Display modesty in victory and graciousness in defeat;
- l) Promote ethical relationships among coaches;
- m) Encourage proper training practices in preparation for participation;
- n) Develop qualities of leadership, initiative, good judgement and sporting attitude in each athlete;
- o) Show respect for other coaches.

### **Coaches' Responsibilities**

Coaches shall:

- a) Be responsible to the Principal;
- b) Be responsible for the supervision, safety and general welfare of the student athletes under their care;
- c) Be responsible for carrying out their responsibilities according to the policy and guidelines set down by the Simcoe County Elementary Athletic Council;

- d) Be responsible for carrying out their responsibilities according to the Code of Ethics;
- e) Review the Code of Conduct for Elementary Athletics with their athletes prior to the start of each sports season;
- f) Be responsible for the distribution and collection of appropriate transportation and field trip forms prior to the beginning of each sports season;
- h) Make an effort to attend in-service activities for personal and professional growth;
- i) Follow the SCEAC Constitution and its Policies.

### **Failure to Adhere**

If a situation arises where a coach or coaches fail(s) to adhere to the Code of Conduct, their administrator will be notified by the county council.

### **Student Athletes' Code of Conduct**

As a participant within the SCEAC, the student athlete shall abide by the following credo:

- a) Participate in a spirit of fair play;
- b) Adhere to the applicable rules of the sports' event, host site, and home school;
- c) Respect the decisions of the officials, adult supervisors and teachers on-site;
- d) Wear appropriate athletic clothing that is non-offensive, profane or discriminatory;
- e) Use courteous and respectful language and good manners and at all times be sensitive to the needs and feelings of others;
- f) Ensure that the athletic site is left litter-free.

### **Failure to Adhere**

If a situation arises where the student athlete fails to adhere to the Code of Conduct, the following consequence(s) may be applied:

- a) Removal from the game or event;
- b) Removal from the athletic event for the remainder of the day;
- c) Removal from the site and returned to their home school; or
- d) Removal from all athletic participation for a designated team.

**If a student athlete is ejected from a game by the official, they will automatically miss the next game and their Principal will be notified.**

### **Code of Conduct Protocol**

- a) The SCEAC Chairperson or Vice-Chairperson, the Regional Administration Representative (from the region in question) and a Regional Chairperson from a region not involved in the conflict will assess the validity of complaints and decide on a course of action;
- b) Complaints form from referees will be forwarded to the SCEAC Chairperson.

\* If any member of the Code of Conduct Committee has a conflict of interest with the situation under review, they are obligated to remove themselves from the committee

## **Implementation**

---

An up to date copy of this document shall be distributed to the principal and athletic representative at each member school. As changes are made by council, this document will be updated on the SCDSB website <http://scdsb.on.ca>.