

EXTRA- CURRICULAR ATHLETIC PROGRAMS AND THE GOLDEN HILLS COACHES' ASSOCIATION

Extra-curricular athletic programs provide opportunity for students to develop skills and attitudes that contribute to goals such as school completion and citizenship. School athletics operate in accordance with the South Central Zone and ASAA policies.

The Coaches Association ensures the athletics programs adhere to principles of fair play promoting good sportsmanship, honesty, courtesy, and good will in school and interschool competitions.

Procedures:

1. Membership
 - Schools in Golden Hills that offer grades seven-twelve may elect to be members.
2. Organization
 - Member schools appoint a representative to attend meetings.
 - At the annual organizational meeting, the representatives elect a Chair and Secretary-Treasurer. The previous year's executive calls the organizational meeting.
3. Duties of Officers
 - The duties of the chair include: call meetings, prepare agenda with input from the representatives, submit minutes to the Superintendent or designate, respond to correspondence and rule on emergent or disciplinary matters. The Secretary-Treasurer assumes the duties of the Chair in his/her absence. The Duties of the Secretary-Treasurer of the GHCA include: keep accurate records and report on the financial status, prepare minutes of all meetings, update and distribute expense forms.
4. Meetings
 - Annually, the chair will call a meeting to organize and report a summary of annual activities to members. The chair will determine date, time and place.
5. Voting
 - Officers and representatives have voting privileges. Quorum consists of one executive officer and at least three representatives one from at least each of the three ASAA South Central Zone regions (Strathmore and surrounding area, Drumheller, and Three Hills. The Chair may request an email or fax vote on matters of an emergent nature.
6. Responsibilities of the GHCA re: Athletic Programs
 - Oversee the following athletic programs at the senior high level and junior high: cross-country, basketball, football, volleyball A & B, curling, badminton, track and field, soccer, rugby and may add or delete any activity that is given a majority vote at any meeting.

7. Finances

- There is no cost for membership, but only schools that contribute may request financial support from the GHCA.
- Funds support out of pocket expenses for coaches (with receipts and/or in accordance with school division policy); items approved at meetings, honorarium
- Expenses are claimed by submitting a completed Form 220 with receipts attached. Submit to the secretary-treasurer of the GHCA for approval.

8. Transportation

- Transportation of participating students to/from school athletic events shall be in accordance with Administrative Procedure 550 and 551.

9. Discipline of Schools, Coaches or Students

- Member schools, coaches or students are subject to discipline by the GHCA. A disciplinary ruling, for violation of fair play or any matter related to the purpose of school athletics, may be determined by the chair, secretary-treasurer of the GHCA and one other representative at large. Disciplinary rulings must be reported to the next meeting of the GHCA. Disciplinary rulings may include a formal letter of discipline, a warning, suspension from a game or series of games, or removal of the player or coach for the remainder of the season.

10. Volunteer Coaches

- The Principal approves a school's volunteer coaches.
- Volunteer Coaches shall be in accordance with Administrative Procedure 491.
- The Principal shall ensure that the coach demonstrates qualities of courtesy, good sportsmanship, proper acceptance of officials, and positive encouragement of players.
- The Principal may suspend or dismiss a coach or team for any breach of such conduct and may appoint a member of staff to oversee a team coached by a volunteer.
- The Principal will ensure that the coach complies with all Golden Hills policies including the Coaches' Association, South Central Zone and ASAA policies that apply to the coach and his/her particular team.

11. Amendments

- Amendments to the regulations may be made by a two-thirds (2/3) affirmative vote at a meeting called for the purpose of reviewing regulations.

Reference:

ASAA Handbook

Safety Guidelines for Physical Activity in Alberta Schools

Safety Guidelines for Secondary Inter-School Athletics in Alberta

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Payable from School Account

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EXPENSE CLAIM

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REASON for CLAIM

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DETAILS of CLAIM

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