

Mission Statement

LESAA provides students the opportunity to participate in school-based athletics, focusing on skill development, fitness and fair play.

As an organization we believe:

- That sports should be fun
- In the right of all students to participate in sport
- In the fairness on and off the field of play
- Respectful interactions between athletes, coaches, officials and spectators
- The physical, social, and mental well being of all participants should be considered during all events

Preface

All motions and decisions of LESAA must be made in accordance with the letter, or in the spirit, of the LESAA constitution.

Articles

1. Membership:

1.1 The members of this association shall consist of all elementary schools of the Limestone District School Board (LDSB)

1.2 Membership in the association is required for LESAA sponsored events.

1.2.1 Non-members of the association may be invited to LESAA events at the discretion of the Executive and LDSB.

2. Officers:

2.1 Executive Positions

- Board Rep
- Administration Rep
- Coordinator
- Chair
- Website & Social Media Rep
- Athletic Director for each LESAA sanctioned sport

2.2 New Executive members may be appointed at the discretion of the Executive

2.3 Election of Executive

2.3.1 The election of Executive members shall take place at the Annual General Meeting (AGM).

2.3.2 Nominations shall be submitted to the Coordinator one week before the AGM.

2.3.3 Election will be made by a majority vote at the AGM

2.3.4 Elections will be held every 2 years

2.3.5 Vacancies occurring in the Executive between election years shall be filled at the discretion of the Executive.

2.3.6 The membership shall be given 4 weeks notice prior to elections.

2.4 Duties of Officers

2.4.1 **Board Rep** shall:

2.4.1.1 Address concerns from principals and parents when necessary.

2.4.1.2 Act as the liaison between the Board and LESAA executive.

2.4.1.3 Address financial concerns regarding the funding required by the Association.

2.4.2 **Administration Rep** shall:

2.4.2.1 Act as liaison between Board, principals/parents and the executive.

2.4.2.2 Communicate LESAA information at principals' meetings.

2.4.2.3 Act as signing authority for LESAA bank account.

2.4.3 **Coordinator** shall:

2.4.3.1 Ensure a representative is present at all LESAA events

2.4.3.2 Calculate and invoice schools for the sport entry fees.

2.4.3.3 Act as signing authority for LESAA bank account.

2.4.3.4 Ensure all payments are made of bills approved by the Association.

2.4.3.5 Maintain and provide a dated financial record for the Association at the AGM.

2.4.4 **The Chair** shall:

2.4.4.1 Conduct all AGMs and Executive meetings

2.4.4.2 Provide a copy of minutes for distribution on website.

2.4.5 **Website and Social Media Rep** shall:

2.4.5.1 Maintain the LESAA Website and LDSB approved social media

2.4.5.2 Ensure that minutes and agendas for meetings are posted

2.4.6 Each **Athletic Director** shall:

2.4.6.1 Provide an overview of the season at the AGM for their sport.

2.4.6.2 Submit proposals to the Coordinator for changes to be voted at the AGM at least one week prior to the meeting.

2.4.6.3 Be responsible for assisting with scheduling for their events.

2.5 School Sports Rep:

2.5.1 Each school will appoint a staff member as the school sports representative.

2.5.2 Each **School Sports Rep** shall:

2.5.2.1 Communicate all relevant information from LESAA to the appropriate staff members.

2.5.2.2 Attend the LESAA AGM.

3. Finances:

3.1 Member schools shall pay entry fees for each sport

3.2 Signature of the coordinator and/or the principals' representative are required on all LESSA cheques.

3.3 Financial reports are to be given at the AGM.

4. Annual General Meeting

4.1 Eligible voting members include the Executive and School Sports Reps.

4.2 If the need arises for a vote, a simple majority will be used.

4.3 Agenda

4.3.1 Proposed topics for discussion shall be sent to the Coordinator one week before the AGM.

4.3.2 LESAA General Meeting.

The Agenda format shall be:

1. Call to Order
2. Attendance
3. Adoption of Agenda
4. Adoption of Minutes
5. Business arising from Minutes
6. Executive Reports
7. Information Items
8. Correspondence.
9. New business
10. Adjournment

5. Amendments to Constitution

- 5.1 The Constitution will be reviewed and revised at the discretion of the Executive.
- 5.2 Changes to the Constitution may be made by simple majority vote at the AGM.

6. Eligibility

6.1 Eligibility of Coaches

6.1.1 The coach and/or staff advisor of an activity sponsored by LESAA shall be a member of the school staff.

6.1.2 A staff member must be present to supervise at the activity with their team/athletes.

6.2 Eligibility of players:

6.2.1 All students must be enrolled in an LDSB school to be eligible to compete in LESAA sponsored events. Exception may be made under section 3.2.1

6.2.2 A player who is under school suspension is ineligible to participate in LESAA sponsored events.

By-Laws

By-Law 1 - Changes to By-Laws

The LESAA Executive may make, amend, or repeal By-Laws as deemed necessary to conduct the business of the Association.

By-Law 2 - LESAA Sponsored activities

This association shall sponsor championships in the following activities: Soccer, Cross Country, Volleyball, Basketball, Track and Field, and Ultimate Frisbee

By-Law 3 – Approval of an activity as a LESAA sponsored event

The following steps must be taken to have an activity become a LESAA sponsored event.

- 1) A written proposal must be sent to the Coordinator for inclusion at the AGM
- 2) The proposal will be presented and voted on at the AGM
- 3) If approved by a simple majority, the proposal will be presented at a principal's meeting
- 4) If approved by the principals, the proposal will be sent for board approval.
- 5) Upon final approval, the event will become a LESAA sponsored event.

By-Law - 4 Coordinator

The Coordinator is a hired, not elected position, and as such, the position should be reviewed every 3 years or at the Executive's discretion.

By-Law 5 - Conveners

A convener shall be appointed by the Coordinator in conjunction with the Athletic Director of the event for each LESAA sponsored activity.

Duties of convener:

- 1) Provide all materials necessary to run the event.
- 2) Make final decision regarding scheduling, results, disciplinary action, and any other issues pertaining to the event.
- 3) Report results to the Coordinator.

By-Law 6 - Committees

- 1) Committees may be appointed at the discretion of the Executive.
- 2) Decisions of all committees must be submitted to the Coordinator for approval at the AGM.

By-Law 7— Playing regulations

- 1) Sports guidelines will be posted on the LESAA website.
- 2) Recommended changes to sport guidelines should be submitted to the Coordinator for discussion at the next AGM.
- 3) Requests to change divisions, must be made in writing to the Coordinator prior to the event.
- 4) Any changes to sport guidelines voted on and passed at the AGM must remain in effect for one year. However, the Executive may re-address the change if there is sufficient justification.

By-Law 8 - Entry Fees

- 1) Changes to entry fees will be made by the Coordinator and reported to the Association at the AGM for the following year.
- 2) Payment of entry fees are the responsibility of the school.

BY-LAW 9 - Violations of Coaching Ethics

- 1) If any infraction by a coach has a bearing on an event outcome and the Activity Convener is notified, the Convener will take appropriate action at the event.
- 2) At the Activity Convener's discretion, a written report will be presented to the affected parties and the Coordinator. If substantiated, the principal of the offending school will take appropriate measure to ensure that the occurrence will not be repeated.

APPENDIX 1

Code of Conduct for Coaches/Staff Advisors

- 1) Coaches/Staff Advisors should:
 - a) Ensure that their athletes are acquainted thoroughly with the rules and spirit of their activity.
 - b) Respect and support administrators, coaches, athletes and officials of the activity.
 - c) Hold the safety and welfare of their athletes uppermost in their mind.
 - d) Coaches should promote, wellness, fair play, skill development, and personal success over winning.
 - e) Ensure adequate supervision for athletes during LESAA events.

APPENDIX 2

Ejections

1. Ejections of Players:
 - a. Players may be ejected from LESAA sanctioned events at the discretion of the Activity Convener. Unsportsmanlike behaviour may warrant an ejection may include but are not limited to:
 - i. Attempt to injure an opponent.
 - ii. "Trash Talk" including offensive slurs.
 - iii. Fighting
 - iv. Abusive Language - swearing, name calling.
 - v. Intimidation Tactics - finger pointing, gestures.
2. Ejections of Coaches:
 - a. Coaches ejected from LESAA events must leave the playing area immediately for the remainder of the event.
 - b. Another staff member must be available to take over the coaching duties or the contest shall be forfeited.
3. The Convener will ensure that an incident report is filled out and sent to the Coordinator, who will notify the Athletic Director and Principal of the school involved.