

B.T.J.H.A.A
(Buffalo Trail Junior High Athletics Association)
Amended May 8th, 2014

Constitution

Article 1- NAME

Section 1: The name of the Association will be the Buffalo Trail Junior High Athletics Association hereafter abbreviated to B.T.J.H.A.A.

Section 2: B.T.J.H.A.A. shall consist of the following areas:

North Division

J.R. Robson
Kitscoty High School
Clandonald School
Dewberry School
E.H. Walter (Paradise Valley)
Innisfree Delnorte School
Mannville School
Marwayne Jubilee School
Students On Line***

South Division

Wainwright High School
Provost Public School
Irma School
Dr. Folkins (Chauvin)
Edgerton Public School
Hughenden Public School

The two areas shall be defined as the schools being north of secondary 619 placed in the 'North' and schools south placed in the 'South'. Paradise valley shall be placed in the north, as this is their traditional area of competition.

***St.Jeromes (Vermilion) in the North shall be invited to participate in the north play downs. STA (Provost) and Blessed Sacrament (Wainwright) in the south may be invited to participate in the south play downs. They shall not advance on to the BTJHAA championship.**

****If an event is not contested on a north/south basis (golf and cross country) the separate schools shall not be invited to those events.**

*** Students On Line will be charged \$100 if they have any students that want to compete.

Article 2 Objectives

The objectives of the organization shall be:

Section 1: To direct and control athletics of the B.T.J.H.A.A. such that the Department of Education, School Boards, and faculties will regard them as educational resources to be encouraged and fostered.

Section 2: To maintain good sportsmanship honesty, courtesy and goodwill within our schools and in every branch of interschool and inter-league competition.

Section 3: To plan athletic competitions in such a way as cause no great interference with school attendance, academic studies or member region's leagues.

Section 4: To promote in team members and in all other students an awareness that:

- a. The primary aim of school is education
- b. Athletics provide physical, social, and emotional values of great significance.

Section 5: To establish definite standards of supervision with respect to:

- a. Coaching practices
- b. Travelling of teams and spectators
- c. Conduct of teams and spectators.

Section 6: To provide a culminating activity in Cross Country Running, Volleyball, Basketball, Curling, Badminton, Track and Golf.

Section 7: To create a sense of community for students and staff of Buffalo Trail Regional Division.

Article 3 Membership and Fees

Section 1: Membership of the B.T.J.H.A.A. shall be open to schools within the Buffalo Trail Regional Division area, which have paid their annual fees and have not violated any bylaws.

Section 2: Membership shall be \$100.00 per school. All fees are due by first meeting of the BTJHAA and must be paid before the school shall be allowed to compete in any B.T.J.H.A.A. sanctioned event.

Article 4 General Information

Section 1: The B.T.J.H.A.A. shall operate through:

- a. an executive committee
- b. a legislative body

Article 5 Administration and Legislation

Section 1: The Executive Committee of the association consists of:

- a. President
- b. Secretary-Treasurer
- c. Sports Commissioners for north and south.
 1. Volleyball
 2. Basketball
 3. Badminton
 4. Track and Field
 5. Cross Country Running
 6. Curling
 7. Golf

c.1: The commissioners shall have a contact in the opposite division who's responsibility it will be to coordinate their respective play downs.

Section 2: The Legislative body shall be made up of one representative from each school therefore allowing for one vote per school.

Section 3: A quorum shall consist of one executive member and 40% of the registered voting schools.

Section 4: The Legislative body shall elect these positions at the last meeting of the term or the first meeting of the next term. T

he Legislative body can decide to alter the division of executive depending on the needs of the Association.

Article 6: Duties

Section 1: Duties of the Executive Committee

1. Have charge of the general business of the association and the supervision of all committees.
2. Adhere strictly to the constitution and pursue the policies laid down by the resolutions passed at the general meetings of the association.
3. Rule on questions of eligibility.
4. Rule on situations not specifically covered by the constitution.

Section 2: Duties of the Executive Officers

A. President

1. Arrange a time and a place of all meetings.
2. Preside over all meetings.
3. Prepare an agenda before all meetings.
4. Arrange purchase of banners, medals and ribbons for all sports.

B. Secretary-Treasurer

1. Send out notice for all meetings.
2. Record the minutes of all meetings and send copies to all legislative members.
3. Send to each school in the association, all changes to the constitution or a corrected copy of the Constitution of by-laws.
4. Advise the President of all communications received before action is taken.
5. Receive a copy from each Sports Commissioner of the results of each association-sanctioned tournament along with the financial statement of the competition.
6. Have charge of all finances of the Association.

C. Duties of the Legislative Body

1. Elect biannually, the executive officers.
2. Amend the constitution.
3. Establish policies and to enact the by-laws.
4. Elect all sport commissioners.

D. Duties of the Sports Commissioners

1. Be a liaison with the referees' association for their activity.
2. Keep and distribute all statistics.
3. Publicity for the activity.
4. Settle all disputes during the tournaments.
5. Collect all tournament fees and have the authority to suspend a team if they do not fulfill the association by-laws.
6. Be empowered to negotiate fees with the referees' association.
7. Assure payment is made to the referees.
8. Obtain the necessary minor officials for the event.
9. Send a competition summary and financial statement to the secretary treasurer.
10. Present trophies and awards to the activity winners.
11. Be empowered to suspend individual players, if deemed necessary.
12. Send a copy of all correspondence to executive.

Article 7 – Meetings

Sections 1: The B.T.J.H.A.A. shall meet in the fall and the spring. The Legislative body at the previous meeting shall make date and place of the meeting.

Section 2: All members of the Legislative Body must be given written notices of the meeting seven days prior to the meeting.

Section 3: Other meetings shall be called at the discretion of the Executive as they deem necessary.

Section 4: Minutes of the previous meeting must be distributed to all members of the Legislative Body no later than one week prior to a general meeting, and additional copies shall be available at the general meeting.

Section 5: Expenses will be the responsibility of the individual school.

Article 8- Order of Business

- a. Reading of the Minutes
- b. Business arising out of the minutes
- c. Reading of communications
- d. Financial reports
- e. Commissioners reports
- f. Notices of motion
- g. New Business
- h. Topics for discussion
- i. Election of Officers
- j. Next meeting date
- k. Adjournment

Article 9 Activities

Section 1- All athletic activities, over which the B.T.J.H.A.A. assumes control, shall be governed by a code of By-laws appended to this Constitution. It shall be the duty of the Secretary to amend the By-laws annually from the minutes of the preceding year.

Section 2 - Unless otherwise ruled, the national rules of the sport shall be accepted with revision.

Section 3 – The following are activities sanctioned by the association at this time.

- a. Volleyball
- b. Cross- country running
- c. Basketball
- d. Curling
- e. Badminton
- f. Track and Field
- g. Golf

Article 10 Competitions

The commissioner, in consultation with the legislative body, shall decide on a date by the conclusion of the fall meeting.

Article 11- Dress Code

- a. No headgear will be allowed during competition. (except for religious or health reasons)
- b. No inappropriate t-shirts, cutoffs, or sweats etc. will be allowed during competition. For competitions, our athletes are to be dressed in a team uniform or PE strip.

Article 12 Division Playoffs

Each division shall organize a playoff so that there is an appropriate amount of time to organize before the Buffalo Trail championship. Some sports may decide to forgo the division playoff and go directly to the Buffalo Trail championship.

B.T.J.H.A.A. By-Laws

By-Law 1 Eligibility

Section 1: Bonafide students of the Member Schools shall be eligible to participate in the Association activities, subject to the restrictions below:

- a. There shall be no rigid academic qualifications for Association activities, but staff of member schools in reference to achievement enforces all eligibility and coaches shall adhere to conduct.
- b. No Junior High player may compete in High School competition except as provided for in the A.S.A.A rules.
- c. Elementary students can be brought up to play in BTJHAA competitions except in x-country, track and field, and badminton competitions.
- d. Members of East Central Catholic School division may compete in the north and south competition but may not advance to the BTPS championship.

By-Law 2 – Team competition and Play Participation

Section 1: The Sport Commissioner shall report misconduct and misdemeanors to the B.T.J.H.A.A. President.

Section 2: Competitors, coaches, and teams guilty of misconduct before, during or after competition, must be reported to the association President for referral to the principal of the school involved. This would include consumption of alcohol, smoking, or the use of non-medical drugs.

Section 3: The Sport Commissioner shall have the power to suspend a player guilty of misconduct after due consultation with officials and coaches.

Section 4: Each team participating in a competition shall be under a member of the teaching staff of the school or employee of the board, which it represents as approved by board policy.

Section 5: Volleyball, Basketball, Track and Field, Curling and Badminton shall have North and South Division play downs. Representatives from that play down shall compete for the Buffalo Trail Championship.

Section 6: Golf and Cross Country Running and golf shall have a single Buffalo Trail championship with representation from all schools eligible.

Section 7: Sports Commissioners shall report to competing teams any irregularities in the event. I.e. reduce court size, modified draw etc.

Section 8: Grievance or protest must be filed in writing to the executive council within 24 hours of event. They will have the power to rule on the situation.

Section 9: Schools which host finals for team sports (volleyball, curling, and basketball) shall have an automatic birth for one team. In the event that the host team does not qualify, the next placed team from the other division shall be sent if required to even out the draw.

By-Law 3 – Financing

Section 1: An entry fee shall be charged by the sport commissioner to cover the costs of the competition. It shall be the responsibility of the schools involved in the tournament to pay the designated amount at the time of the competition.

Section 2: Any moneys left over, totaling more than \$50, after expenses shall be returned to the association. Cost recovery does not include the cost of a sub or canteen profits.

Section 3: For team competitions, teams that withdraw less than 1 week prior to the competition (after tournament formats are developed), will be responsible for their share of the entry fee. Further play in BTJHAA events will be suspended until the fee is paid.

By-Law 4 – Volleyball

Section 1: The representation for the B.T.J.H.A.A. Final Volleyball Tournaments shall be determined at each divisional level.

Section 2:

- 1 Tournament will be awarded by bid at the May meeting. Deadlines and specifics for tournament must be sent to schools 2 weeks before tournament.
- 2 Games shall not be scheduled to begin after 8:30 p.m.
- 3 Hosts are encouraged to leave an appropriate amount of time between the divisional and BTJHAA tournaments.

Section 3: Format

1. ASAA rules. Match is best of 3 games.
2. Schedule for both boys and girls.
 1. N1 VS. S2
 2. S1 VRS. N2
 3. S2 VRS. N3
 4. N2 VRS. S3
 5. N1 VRS. N3
 6. S1 VRS S3
3. Top two teams in each pool advance to final.
4. Tiebreakers. CVA rules.

Section 4: Referees

The volleyball commissioner shall be responsible for contacting and paying the referees. Carded officials shall be used for the championship and the playdowns at the commissioner's discretion.

Section 5: Host School

Will be responsible for the tournament draw, event publicity, reporting the final results to the volleyball commissioner, making sure pictures are taken and results are sent to the local papers.

Section 6: Area coordinators are responsible for letting the volleyball commissioner know who will be participating in the final as soon as their league or division playoff is finished.

Section 7: Net height shall be: Girls- 2.15 meters Boys- 2.35 meters

By Law 5 – Basketball

Section 1: Playing Rules

The B.T.J.H.A.A. Basketball tournaments shall follow the A.S.A.A. rule modifications for basketball. (4-8 minute quarters)

Section 2: A size 6 basketball.

Section 3: Schedule The 3 designated boys and girls teams from the North and South shall meet in a 1 day tournament.

A modified draw will be used to enable 6 teams to playoff in one day.

| | | | | |
|--------------------|-------|-----------------------|-----------------------|--------------|
| | | 2 nd North | | |
| | loser | | winner | |
| | | 3 rd South | | winner |
| Winner Consolation | | | 1 st South | |
| | | | | BTJHAA Champ |
| | | 2 nd South | | |
| | loser | | winner | |
| | | 3 rd North | | winner |
| | | | 1 st North | |

There will also be a winners/losers consolation game to ensure each team plays two games.

**** if a division cannot supply sufficient teams to the final tournament, the opposing division may make up the difference in teams to create at least a 4 team draw (May 2011)**

Section 4: Rotation. (If Possible)

2000- North hosts
2001- South Hosts
2002- North Hosts
2003- South Hosts

Section 5: Referees

Carded officials shall be used for the championship tournament.

By-Law 6 Track and Field

Section 1: Events (All events may not be contested every year)

| | | |
|---------|------------------|-----------------------------------|
| 100m | Long Jump | High Jump |
| 200m | Triple Jump | Discuss |
| 400m | Shot Put | 4x 100 m relay (school team only) |
| 800m | 1500m | 3000m |
| Javelin | 60 metre Hurdles | |

**Footwear shall be worn for all events.

1. Javelin, Shot and Discuss will be contested by schools, which have taken the proper safety precautions. It is up to each school to submit a letter to the current BTJHAA president and the Curriculum Director of BTPS explaining the procedures they used. If a school does not teach an event at their school for safety reasons, they are not allowed to contest the event at the divisional or BTJHAA meet.
2. Relays shall not be used towards total points for a school or an individual.
3. Relays will be contested as an open category for boys and one for girls. (1 team per school)
4. A school may interchange athletes on their relay team.
5. 100 and 200-meter sprints will run with 2 un-timed of 4 and a timed final.
 - a. The heats will run 1st and 4th from north and 2nd and 3rd from south in one heat and vice versa in the second heat.

Section 2: Categories

Boys and Girls shall have 3 age categories as of September 1.

Under 13 (Bantam) under 14 (Midget) 14 and older (Juvenile)

Section 3: Division tournaments

1. The Commissioner shall organize the Buffalo Trail championship tournament.
 - a. The host school or the supervising teachers from both divisions shall provide officials.
2. Each division shall send the top 4 placements from each division to the final track meet.

Section 4: Event Participation

1. An athlete may participate in a maximum of 4 events and 1 relay.
2. Each division sends 4 competitors for each event. (8 in total)

Section 5: Awards

1: The Banner shall be presented to the school with the most points. The following shall award points:

- 1st – 10 points
- 2nd – 8 points
- 3rd – 6 Points
- 4th – 4 points
- 5th – 2 points
- 6th – 1 point

Ribbons for first, second and third shall be awarded for each event.

Aggregate gold and silver medals awarded for first and second in total points for each age/gender category.

Section 6: Volunteers

1. Host school may request up to 4 volunteers per participating school. The volunteers may request a 1 teacher, 1 adult, and 2 student helpers. If a school chooses to send more teachers to make up their volunteer contingent they are allowed.
2. Any school that does not provide volunteers will not be able to participate in meet.

Section 7: Implement size

| Category | Shot | Discuss | Javelin |
|-------------------|------|---------|---------|
| Junior Girls | 3kg | 1kg | 500g |
| Intermediate Girl | 3kg | 1kg | 500g |
| Senior Girl | 3kg | 1kg | 500g |
| Junior Boy | 4kg | 1kg | 600g |
| Intermediate Boy | 4kg | 1kg | 600g |
| Senior Boys | 5 kg | 1.5 kg | 700 g |

Hurdle

60 meters -4 hurdles at 70 cm
 -must stay in own lane
 -may knock down hurdle unless it is deliberate

Spacing

0 _____ 13 _____ 21 _____ 29 _____ 37 _____ 60 (finish line)

Section 8: Procedures

The athlete is responsible to check into the field event before going to their track event, and should return immediately after the track event to complete their total attempts.

By-Law 7 Badminton

Section 1 – Schedule

1. There shall be 15 categories.

- a. Under 13(bantam) boys and girls singles
 - b. Under 13 (bantam) boys and girls doubles
 - c. Under 13 (bantam) mixed
 - d. Open (juvenile) boys and girls singles
 - e. Under 14 (midget)boys and girls singles
 - f. Open (juvenile) boys and girls doubles
 - g. Under 14 (midget) boys and girls doubles
 - h. Open (juvenile) mixed
 - i. Under 14 (midget) mixed.
2. For boys and girls there will be an juvenile category (over 14), (Midget) under 14(As of September 1st) category, and a under 13 (Bantam) (As of September 1st)
3. Each division will host a play down to choose 2 representatives from each category.
4. Each school in the North and South division can send more than one team/individual per category to the North/South play downs to fill out the draw if facilities allow. Only one team/individual per category per school will advance to BTJHAA finals.
5. This will have 4 teams contesting each category for the Association Championship.
6. A round robin format will be used with the two top teams playing for the final.

Section 3:

1. Each competitor may only go in one event.

Section 4: Dress Code

1. No head gear during competition unless for religious or health reasons.
2. No inappropriate dress. Uniforms or P.E. gym strip.

BTJHAA adopt the ASAA tie breaker procedure for badminton (May 2011)

Sections 5: An athlete shall forfeit the match if they are not available when called.

Section 6: Mavis 300 green band shuttles are to be used.

Section 7: Awards

1. A Banner shall be awarded to the school with the most points.
 - a. Points will be awarded as follows.
 - 1st - 6 points
 - 2nd - 4 points
 - 3rd - 2 points
 - 4th - 1 point
2. A medallion shall be given to the winner and second place of each event at the Buffalo Trail Championships.

By-law 8 – Curling

Section 1 – Format

1. There will be a North and South play down. Each school may send 1 team to the play down
2. If the host needs more teams to fill the draw schools will be asked to send a second team.

3. If a single school sends more than one team and those teams advance to BTJHAA finals, only the top placed team from that school will earn Supremacy Award points. The remaining points go to the next highest placed school team.
4. All games are 6 ends.
5. Standard scoring system will be used.
6. 4 rock rule is followed.
7. Each team is guaranteed at least 2 games.
8. Each division will send 4 teams to the play down.
9. Banner will be awarded to the school, which wins the bonspiel.

Section 2: Awards

1. A banner to the winning school and medallions for first and second shall be awarded.

By-Law 9 – Cross Country Running

Section 1- Format

1. There will be no play downs. One meet for the whole division.

Section 2 – Course

1. The course design and length are to be decided by the Commissioner and host school.
2. It was suggested as a guideline 2 kilometers for the Under 13 category (male and female). 2 km for the Under 14 females and 4 km for the Under 14 males. 2 km for the Over 14 females and 4 km for the Over 14 males.

Section 3 – Categories –Boys and Girls

1. Under 13 (as of September 1st)
2. Under 14 (as of September 1st)
3. 14 and over

Section 4 – Awards

1. Banner and medallions shall be awarded to the school with the highest point total.
2. The following shall award points.

| | |
|-----------------------------|-----------------------------|
| 1 st - 16 points | 9 th - 8 points |
| 2 nd - 15 points | 10 th - 7 points |
| 3 rd - 14 points | 11 th - 6 points |
| 4 th - 13 points | 12 th - 5 points |
| 5 th - 12 points | 13 th - 4 points |
| 6 th - 11 points | 14 th - 3 points |
| 7 th - 10 points | 15 th - 2 points |
| 8 th - 9 points | 16 th - 1 points |

- No points awarded after 16th.
- 3. A medallion shall be awarded to the first and second place finisher and ribbons to 10th.

By-Law 10 Golf

1. A single tournament will be held with all Buffalo Trail Schools invited.
2. Teams consist of 4 players (boys or girls or mixed)
3. The top 3 scores / holes will be used to determine the team's final score.
4. Local rules apply
5. Medal play
6. Marshals shall be sent with each group
7. Foursomes shall consist of athletes from different schools whenever possible.
8. Any inappropriate language or behavior shall result in the student being asked to leave the course and his/her score cannot be used in school total.
9. Gold and Silver medals shall be awarded to the top 2 players and the top 2 teams.

By-Law 11- Revisions

1. The legislative body at a meeting can alter the constitution with quorum.
2. The constitution can be changed by executive agreement.

Revised May 8th, 2014

Appendix A: Commissioners Report

Buffalo Trail Junior High Athletics Association Commissioners Report

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| Commissioner / School | |
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|-------|--|
| Date: | |
|-------|--|

| Participating Schools | # of Participants |
|-----------------------|-------------------|
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| Event Summary / Draw (to 6 places) | see attached |
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|------------------|--------------|
| Financial Report | see attached |
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| Commendations |
|---------------|

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|-----------------|
| Recommendations |
|-----------------|

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|-------|
| Other |
|-------|

NB. Please Submit to the Secretary within 2 weeks of the completion of the event.

Appendix B: Financial Report

Buffalo Trail Junior High Athletics Association

Commissioners Report Financial Report

SPORT

Revenue

| Participating Schools | Entries Team/Athletes | Charge per <input type="text"/> | Funds |
|-----------------------|--------------------------|------------------------------------|-------|
| 1 | <input type="text"/> | 0 | 0 |
| 2 | <input type="text"/> | 0 | 0 |
| 3 | <input type="text"/> | 0 | 0 |
| 4 | <input type="text"/> | 0 | 0 |
| 5 | <input type="text"/> | 0 | 0 |
| 6 | <input type="text"/> | 0 | 0 |
| 7 | <input type="text"/> | 0 | 0 |
| 8 | <input type="text"/> | 0 | 0 |
| 9 | <input type="text"/> | 0 | 0 |
| 10 | <input type="text"/> | 0 | 0 |
| 11 | <input type="text"/> | 0 | 0 |
| 12 | <input type="text"/> | 0 | 0 |
| 13 | <input type="text"/> | 0 | 0 |
| 14 | <input type="text"/> | 0 | 0 |
| 15 | <input type="text"/> | 0 | 0 |
| TOTAL: | | | 0 |

EXPENSES

| | |
|----------|----------------------|
| Facility | <input type="text"/> |
| Referees | |
| Cost | <input type="text"/> |
| Mileage | <input type="text"/> |
| Meals | <input type="text"/> |
| Other | <input type="text"/> |

Awards

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Other

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| |

TOTAL: 0

Summary: TOTAL: 0

Cheque Payable to BTJHAA for remaining revenue over \$50.00 0