

Manitoba High Schools Athletic Association

Vision

The Manitoba High Schools Athletic Association believes in the goals of education and that participation in sport plays an integral role in the total education of the student. The Association encourages the high school student to participate in activities that will assist in the realization of physical, social, and emotional values.

Mission

To promote the benefits of participation in high school sport by providing athletic and educational opportunities that will allow the athlete to reach her/his full potential.

Preamble

Recognizing the need for a co-operative agency to plan, supervise and administer the inter school activities of the province, it is recommended that the following principles be used as a guide to the association established for this purpose:

1. The aims and objectives of the association shall be in harmony with the goals of education as set forth by the Department of Education.
2. Participation in the activities of the association should be encouraged, as they are an integral part of the total education process.
3. All students enrolled in member schools, should have the opportunity to realize the physical, social and emotional values that can be derived from inter school competition.

Goals

1. To encourage participation and excellence in high school sport.
2. To teach educational values to high school athletes.
3. To promote the value of high school sport in Manitoba.
4. To encourage and promote volunteer involvement in high school sport.
5. To seek corporate and community support for the Association.

Objectives

1. To encourage participation of students in senior high school activities through inter school and provincial programs.
2. To consider the welfare of the participants as the primary criteria upon which all policies of the association are based.
3. To plan, supervise, and administer the interzone and provincial activities of the members of the association.

Objectives *(cont'd)*

4. To maintain a high level of sportsmanship respect and integrity in all activities.
5. To provide an outlet for the skills learned and the appreciation developed through competition.
6. To sponsor activities which promote the objectives of senior high school education.
7. To publish material which will be of benefit to member schools. Publications could include technical and promotional articles as well as material directed to students.
8. To develop and maintain a web site to promote high school athletics.

Constitutional Objectives

Whereas the school athletic program must in fact as well as in theory never lose sight of values that are basic to a sound educational program, be it resolved that the following guidelines express the intent of the M.H.S.A.A. Constitutional Objectives:

1. To provide all member schools with a medium for discussion of problems of common interest.
2. To encourage and/or co-ordinate inter-zone competition and provincial championships.
3. To encourage, reflect and interpret to the public the achievement of excellence through the highest possible ethical standards of sportsmanship.
4. To publish and disseminate information concerning zone and provincial athletic activity.
5. To enter into agreement with other sport bodies, and government agencies, in cases where it may be deemed desirable.
6. To encourage member schools to provide leadership in the development of sport in the community.
7. To set eligibility regulations under which all provincial and zone competitions leading to provincial championships are conducted.
8. To approve such playing rules and codes as may be deemed suitable to govern inter school sport while taking into consideration the rules and regulations of other sport governing bodies.
9. To develop fund raising mechanisms to support the activities of the Association.
10. To exercise such powers and responsibilities as may be vested in the Association by the member schools from time to time.

Manitoba High Schools Athletic Association

By Law No. 1

BE IT ENACTED AND IT IS HEREBY ENACTED as a by law of MANITOBA HIGH SCHOOLS ATHLETIC ASSOCIATION INC. (hereafter called the "association") as follows:

1. **Registered Office**

The Registered office of the Association shall be in the City of Winnipeg in the Province of Manitoba and at such place therein as the directors of the association may from time to time decide.

2. **Corporate Seal**

The Seal of the Association, which shall be in the custody of the Executive Director of the Association, shall be in such form as shall be described by the Directors of the Association, and shall have the words "THE MANITOBA HIGH SCHOOLS ATHLETIC ASSOCIATION INC." endorsed thereon.

3. **Board of Directors**

The affairs of the Association shall be managed by a Board of not fewer than six nor more than twenty-five directors. Members shall be elected for two year terms at the Annual General Meeting and the position shall be vacated if:

- a) If a board member shall resign his/her office by delivering a written resignation to the Executive Director,
- b) If at a special general meeting of the members or at a special meeting of the Directors called for that purpose a resolution is passed by two-thirds for those who are present at the meeting that he/she be removed from office, and
- c) Upon death.

4. **Board positions**

The Board of Directors will consist of the following positions:

- a) President
- b) Past President
- c) 4 rural representatives one of which must be an administrator (principal or vice-principal), the other three representatives may be a physical education teacher, a teacher/coach, or administrator).
- d) 4 urban representatives one of which must be an administrator (principal or vice principal), the other three representatives may be a physical education teacher, a teacher/coach, physical education supervisor, or administrator).

- e) One female physical education representative.
- f) Appointed members to the Board would include representation from the
 - Manitoba Association of School Superintendents (MASS) (one rural and one urban)
 - Manitoba Association of School Trustees (MAST)
 - Manitoba Education and Training.
 - Council of School Leaders (COSL)
- g) Two student representatives to be selected (one rural and one urban).

5. **Terms of Office**

Elections shall occur in odd and even number years as follows:

- a) Odd Number Years (6 positions)
 - i) President
 - ii) Past President
 - iii) Two Urban Representative
 - iv) Rural Administrative Representative
 - v) One Rural Representative
- b) Even Number Years (6 positions)
 - i) Two Rural Representative
 - ii) One Urban Representative
 - iii) One Urban Administrative Representative
 - iv) Physical Education Representative (female)

No member of the board of directors may serve in any one position for more than two consecutive terms.

6. **MEETINGS OF DIRECTORS**

- a) PLACE OF MEETING: Board meetings may be held either at the head office or elsewhere within Manitoba as the Directors may from time to time determine.

Notice: A meeting of Board of Directors may be convened by the President or the Executive Director. Notice of such meeting shall be delivered or mailed or faxed, telephoned, or e-mailed to each Director not less than two days (exclusive of the day on which the notice is delivered or telephoned, but inclusive of the day for which notice is given,) before the meeting is to take place. Provided always that meetings of the Board of Directors may be held at any time without formal notice if all the directors are present or those absent have waived notice or have signified their consent in writing to the meeting being held in their absence. Notice of any meeting or irregularity in any meeting or notice thereof may be waived by any Director.

After the election of the Board of Directors at the Annual General Meeting, the first meeting of the Board of Directors shall be held immediately following such meeting . No notice of such meeting shall be necessary to the newly elected Director or Directors in order to legally constitute the meeting, provided that quorum of Directors be present.

MEETINGS OF DIRECTORS cont'd

b) QUORUM

A majority of number of authorized Directors shall form a quorum for the transaction of business.

c) VOTING

Questions arising at any meeting of Directors shall be decided by a majority of votes. In cases of an equality of votes on any question the chairperson in addition to his/her original vote shall have a second or casting vote for resolution of that tie vote only.

7. **POWERS OF DIRECTORS**

The Directors may exercise all such powers of the Association as set out by the Corporations act of the Province of Manitoba or by these by-laws. They shall have the power to authorize expenditures on behalf of the Association from time to time and may delegate by resolution to an Officer or Officers of the Association, the authority to hire, employ and pay salaries to employees and shall also take such steps as they may deem requisite to enable the Association to receive donations and benefits for the purpose of furthering the objectives of the Association.

In addition, the Directors shall set rules and regulations, (subject to approval and amendment) as follows:

- a) Membership;
- b) Age;
- c) Eligibility;
- d) Activities;
- e) Awards;
- f) Sanctioning;
- g) Association fees;
- h) Travel and Accommodation;
- i) Referees fees;
- j) Clinics;
- k) Financial Operation;
- l) Intent to Participate;
- m) Penalties and Protests;
- n) Sportsmanship Policy;
- o) Classification;
- p) Zone structure;
- q) Starting time of Competition;
- r) Interzones;
- s) Wildcard Game(s)
- t) Organization of Championship Tournaments and Meets;
- u) Location of Championship Tournaments or Meets;
- v) Regulations for Sport Commissions;
- w) Voting Procedures for Elections of Directors;
- x) Such other rules and regulations as may be required by the Association.

8. **FOR PROTECTION OF DIRECTORS AND OFFICERS**

No Director or officer for the time being of the Corporation shall be liable for the acts, receipts, defaults, or neglects, of any other Director or Officer or Employee or for joining in any receipt of act for conformity or for any loss, damage or expense happening to the corporation through the insufficiency or deficiency of title to any property acquired by the corporation or for or on behalf of the Corporation or for the insufficiency or deficiency of any security in or upon which any of the monies of or belonging to the Corporation shall be placed out or invested or for any loss or damage arising from the bankruptcy, insolvency or tortuous act of any person, firm or corporation with whom or which any monies, securities or effects shall be lodged or deposited for any loss conversion misapplication or misappropriation of or any danger resulting from any dealings with any moneys, securities or other assets belonging to the Corporation or for any other loss damage or misfortune whatever which may happen in the execution of the duties of this respective office or trust or in relation thereto, unless the same shall happen by or through his failure to exercise the powers and to discharge the duties of his office honestly, in good faith and in the best interests of the Corporation, and in connection therewith to exercise the degree of care, diligence and skill that a reasonably prudent person would exercise in comparable circumstances.

9. **PRESIDENT TO BE CHIEF EXECUTIVE**

The President shall be Chief Executive Officer of the Association; he/she shall preside at all meetings of the Association, and of the Board of Directors. He/She shall have general and active management of the business of the Association and shall see that all order and resolutions of the Board are carried into effect and he/she or one of the vice-presidents together with the Executive Director shall sign all by-laws and all other documents which authenticate the Corporate Seal.

If the President has resigned or has to be removed from office, the past president will fulfill the term as interim president.

10. **RESPONSIBILITY OF VICE-PRESIDENT**

In the absence of the President from time to time one of the Vice Presidents (one of 4 urban representatives or one of the 4 rural representatives) shall be elected by the Board of Directors to perform the duties and exercise the powers of the President, and the Vice-President shall from time to time perform such other duties as are delegated to them by the President or the Board of Directors.

11. **RESPONSIBILITY OF THE EXECUTIVE DIRECTOR**

The Executive Director shall attend all meetings of the Board and all meetings of members and act as clerk thereof and record all votes and minutes of all proceedings in the books to be kept for that purpose. He/She shall give or cause to be given notice of all meetings of the members and the Board of Directors and shall perform other duties as may be prescribed by the Board of Directors or President under whose supervision he/she shall be. The Executive Director shall not be entitled to vote at any meetings of the Board of Directors, or any Special Meetings of the Association.

12. **EMPLOYEES AND AGENTS**

The Board may appoint such agents and engage such employees as it shall deem necessary from time to time, and such persons shall have such authority and shall perform duties as shall be prescribed by the Board at the time of such appointment.

13. **BY-LAW AMENDMENTS**

Proposed changes or amendments to by-laws or regulations must be presented to the Association Board of Directors in writing at least eight weeks prior to an Annual General Meeting.

The Executive Director shall be responsible for having copies of these proposed changes sent out to zone representatives and commissioners at least four weeks prior to the date of the Annual meeting.

By-laws or regulation amendments may be passed by a majority vote of those delegates attending the Annual General Meeting. Each zone shall be allowed three voting delegates, one of which must be an administrator.

An Administrator is defined as the Superintendent, Principal or Vice-Principal of a member school.

Each member of the Board of Directors shall be entitled to one vote

Notices of motions and motions regarding change in the by-laws or regulations may be submitted only by the Board of Directors, or by zone representatives.

There shall be no voting by Proxy.

Any motion passed at an Annual General Meeting will be in force for a minimum two-year period before it can be voted on again. A motion may be reconsidered and brought back to the general assembly with a 2/3 majority of eligible votes. Abstentions do not count as negative votes.

14. **FISCAL YEAR**

The Fiscal year of the association shall end on March 31.

15. **ANNUAL GENERAL MEETING**

- a) There shall be an Annual General Meeting of this Association. The exact time and place of the meeting is to be set by the Board of Directors and all zones and other council members are to be notified at least eight weeks prior to the date set.
- b) Special meetings of the Association may be called by the Board of Directors.
- c) The Board of Directors will meet at such times and places as required and these meetings will be called at the discretion of the President.
- d) Each zone is allowed up to three votes at the A.G.M., one of which, must be an administrative vote.
- e) ABSTENTIONS: Each motion will require a majority of the votes cast, that is to say abstentions will not count as negative votes.
- f) MOTIONS FROM THE FLOOR: In order for a motion to be accepted from the floor 75% of all those who are eligible to vote, must vote for consideration of the motion. This means, that if there are 20 votes in attendance, then 15 votes must approve a motion to be considered. In this case abstentions do count.

ANNUAL GENERAL MEETING cont'd

- g) ELIGIBILITY ISSUES: In order for an eligibility issue to pass, this must take 66% of **ALL** eligible votes . This means, that if there are 20 votes in attendance then 14 votes are required. In this case, abstentions do count.
- h) NOTICES OF MOTION: All motions must be submitted to the Executive Director at least eight weeks prior to the AGM or by the deadline date circulated. Each motion must have a date of implementation included.
- i) **The following eligibility issues requires a two-thirds majority votes at an Annual General Meeting to pass:**
 - **age of a student athlete**
 - **number of years of eligibility for a student athlete**

Any other matter pertaining to general eligibility would require only a simple majority.

RULES & REGULATIONS

I MEMBERSHIP

Membership in the Association shall be open to Manitoba schools conducting classes at the senior high school level. It must be emphasized that schools are members- not specific sports.

II AGE

Participants in the Association competitions must be under 19 years of age as of 12:00 midnight of the current school year, August 31st.

III ELIGIBILITY

PREAMBLE

Provincial competition for school athletes is administered by the MHSAA. The athletes participating represent the highest competitive level of school competition in their sport. It is to be considered an honour and a privilege to participate in MHSAA events.

The MHSAA reserves the right to govern its competition, and in doing so, to demand prerequisites from the athletes, school and zone. The MHSAA attempts to provide a reasonable level of fairness of competition within the framework of MHSAA Championships.

An athlete is responsible for making an honest, full, and continuing disclosure to his or her school of all matters which affect his or her eligibility.

Schools must submit eligibility sheets on-line by the posted deadline to be eligible for provincial activities.

The school is responsible for placing only MHSAA eligible athletes into competition.

1. To be eligible for Association competition, schools must meet the following eligibility requirements: *cont'd*

- a) Participating athletes must be under the age of 19 as of midnight of the current school year, August 31st.
- b) Students are eligible to participate for four years. In determining the four year clause, member schools must count grade 9 as the first year. **The athlete's eligibility begins upon enrolment in grade 9 and is allowed four consecutive years of competition from time of enrolment in grade 9.** (In hockey, grade 9 students (first year bantams) are ineligible to play high school hockey)
- c) A student can only play for one school. Should there be a question in regards to what school a student is eligible to play for, then the school the student is registered in at September 30 will be the one.
- d) Students transferring schools before September 30 and becoming bona fide students of another member school will not make that school ineligible for Association competition and will be eligible to play for the "new school". Students transferring after September 30 are not eligible to compete and must apply to the Eligibility Committee for consideration.
- e) Participating athletes must be certified by their principal, as bona fide students and as meeting all eligibility requirements.
- f) Be a member school in good standing with the Association, and abide by all MHSAA regulations.
- g) Be properly certified school teams under the applicable zone requirements.
- h) MHSAA Member Schools may only compete against other MHSAA Member schools.
- i) In determining the size of a school for classification purposes, a school which is made up of only one gender (all males, all females) will have its student enrollment doubled to determine the class of competition in which it will compete.
- j) All teams must be made up of bona fide students of that school unless provided by exception of this regulation.
- k) A school, for Association purpose, is defined as grade 9 to 12. Grade 9 classes that do not occur in the same building as grade 10 to 12, are not eligible for competition (i.e. feeder schools).
- l) Teams must meet sanction requirements as stated in the regulations.
- m) Schools in exceptional circumstances may apply to the Board of Directors for special eligibility consideration for any student/athlete.
- n) Any school that uses professional athletes, those being remunerated for their participation, will be ineligible for Association competition.
- o) Any student who has completed his/her school requirements for graduation would not be eligible for further athletic competition. (A student who completes his/her requirements mid year, but is still enrolled and taking courses, is eligible to compete).

- p) The MHSAA endeavors to provide equal opportunities for athletes. If a school does not have a girls team, then the girl may try out for the boys team. If a school has both a boys and a girls team, then the students would play for their respective gender. (except in hockey, where a girl may try out for a boys team, even if the school has a girls team.)
- q) Correspondence and home school, and on-line students are ineligible to compete in Association activities.
- r) While grade 8 students are ineligible for Association competition (see 2B), if it is discovered that a grade 8 student has participated, then that would count as a year of eligibility.

1. Exceptions to eligibility:

- a) In team competition, R.B. Russell Vocation School and Argyle School, and Children of the Earth may allow its students to participate for a different school in the area of their residence.
- b) Grade nine students are eligible for competition, provided the Grade nine classes are included under the administration of the high school. Grade 7 and 8 students who are at least 15 years of age, as of August 31 of the current school year, and who are ineligible for junior high competition, will be eligible for competition provided that they are included under the administration of the high school. If a student begins play in grade 8, then their four years of eligibility would begin at that time.
- c) Students attending Rural Regional Schools (and who are living 25 or more kilometers from the regional school) are to be given the right to choose the regional school or their home school as the school they wish to play for in interscholastic sports. (pending approval from schools involved and MHSAA). They would be committed to that one school for that entire school year.
- d) The MHSSA will convene an appeal hearing to consider situation with extenuating circumstances. School should refer to the MHSAA handbook for dates, guidelines etc.
- e) Schools may CO-OP, if they meet the following criteria:
 - Combined populations of the two schools (grades 9 – 12) must not exceed 300 students (350 for Hockey, Football, Soccer, Baseball and Fastpitch).
 - Co-oping is limited to "A" and "AA" schools only.
 - A letter from administrators of both schools must be forwarded to the MHSAA office.
 - Co-oping could be for a single sport and single gender in a school.
 - Co-oping must take place for a minimum three year period for that sport (a school could not try to co-op with one school and the next year change schools).
 - A maximum of three schools only may combine to form a co-op entry.
 - The team must go under one school name – a new name cannot be created.
 - The schools must maintain administration of the co-op (i.e. It could not be run or controlled by a parent or other group).
 - The co-op must be beneficial for all schools in the area.
 - The co-op must have zone or league approval before it will be considered by the MHSAA Management Committee
 - The MHSAA Management Committee will review all co-op applications. They will consider the history of the area, the sport, and how the application will affect the other schools in the area. The committee will also consider historical co-ops.
 - The decision of the Management Committee is final. The committee has the right to monitor co-ops and if it feels a co-op is being abused, has the right to revoke the co-op or place a school on suspension or probation.

IV ACTIVITIES

1. Each championship sponsored by the Association shall be under the direction of a convenor appointed by the Board of Directors. The convenor, acting on the advice of the Board of Directors, will form a working committee.
2. Each convenor shall submit a written report of the activity to the Executive Director as soon as the activity is completed for the year. This report shall include:
 - a) a report of the activity (play-off procedure, results, participation, attendance);
 - b) financial statement in itemized form; and
 - c) recommendations for the coming year.
3. The Association shall budget the expenses of, and retain the profits from all competition beyond the zone level. The hosts of "A", "AA", "AAA" and JV rural provincial championships shall retain 50% of the gate receipts and forward the remaining 50% to the MHSAA
4. An activity shall be eligible for a Provincial Championship provided that a minimum of 8 zones (or 51 per cent of the zones) have competed in that activity for two or more consecutive years.
5. Any changes to the official ball or shuttles for each particular sanctioned sport must be discussed at AGM and put forward as a notice of motion.

V AWARDS

1. Provincial Awards shall be the responsibility of the Association.
2. Zone Awards shall be the responsibility of the Zone.
3. All competitors at the Provincial Championships shall receive certificates, which shall indicate that name of the activity, year, and the word "competitor", or "participant".

VI SANCTIONING

Sanction must be obtained from the Executive Director of the Association for all of the following activities:

1. Tournaments: (team or individual sports). Sanction must be applied for by the tournament organizing committee of the following:
 - a) Any tournament which has one or more teams which are not bona fide school teams;
 - b) Any tournament which has one or more teams from outside the Province of Manitoba;
 - c) Any tournament which is not sponsored or administered by a member school;
 - d) Any tournament which does not meet the requirements set out in number three of this article.
2. Age and Eligibility:
 - a) All competitors competing in provincially sanctioned tournaments must be under 19 years of age as of August 31 of the current school year, and attending a M.H.S.A.A. member school.
 - b) Schools from other provinces or states invited to participate in the tournament sanctioned by the M.H.S.A.A. must satisfy the eligibility requirements of their home state or province.

3. Exhibition games (teams or individual sports):
 - a) Sanction is not required for exhibition games but member schools are required to report to the M.H.S.A.A. Board of Directors any incidence(s) which arise during exhibition games which adversely affect the welfare of the students.
 - b) Sanction must be applied for by the members of the Association for any trip or tour that takes a member school of the Association outside the Province of Manitoba for a game or games.
4. Tournaments (not requiring sanction). A tournament does not require sanction, but does require to be registered if it meet the following requirements:
 - a) It is officiated by officials who are members of, or affiliated with recognized official organizations of the Association or host zone;
 - b) No team is required to play more than two games in one day (applies to basketball only);
 - c) All teams are members in good standing of the Association;
 - d) The tournament is hosted by a member school of the Association;
 - e) Awards are no more than certificates, ribbons, pins, medallions, or trophies;
 - f) Tournaments sponsored by the M.H.S.A.A..

Registration: Although tournaments meeting the requirements listed do not need sanction, they must be registered with the Executive Director. All in-province tournaments must be registered with the M.H.S.A.A. Executive Director by the date listed under each sport. Registration would include the dates of the tournament and a list of the participating teams.

5. To Obtain Sanction:
 - a) An application for sanction form is available from the M.H.S.A.A. website, <http://www.mhsaa.mb.ca/pages/forms.php>. Feel free to call to the Executive Director or Association Secretary if you need assistance with this or would like the form emailed to you. The completed form must be signed by the principal and submitted to the M.H.S.A.A. office thirty days prior to the start of the competition.
 - b) The M.H.S.A.A. Executive Director will consider the application for sanction and, if approved, copies of the application will be forwarded to the Executive Director of each state or provincial association.
 - c) Upon receipt of approval or denial of the sanction, the M.H.S.A.A. office will notify the host school.
 - d) When teams or individuals have failed to receive proper sanctioning they shall be automatically fined fifty dollars (\$50.00) , and if this occurs another time during the school year, then that school will be automatically suspended from any provincial activities in that sport.

- e) Tournament convenors may notify the association to impose a penalty to a school who has not fulfilled invitational tournament commitments as sanctioned by the association. This violation would be considered as a violation of performance bond and may be subject to a hundred dollar (\$100.00) fine, which would be forwarded to the hosting school.

Each request for sanction will be evaluated in the list of the established Association policies. Factors such as distance to be traveled, lost time from school, number of games required per day, and commercial exploitation of the competing teams, will be considered in the evaluation of each request.

If the sanction is to be denied, then the Board of Directors or the Executive Director will inform the school or organization within one week of the request being received. Otherwise, the school organization may assume that sanction has been granted. If request for sanction is denied by the Association, then the particular school shall not be allowed to travel or compete under any other name.

MHSAA will not sanction any tournament scheduled during the regular school hours of any provincial inservice.

- 6. National Championships:
 - a) The M.H.S.A.A., in conjunction with all other Provincial Federations, is opposed to National Interscholastic Championships. Therefore the M.H.S.A.A. will not sanction competition at this level.

VII ASSOCIATION FEES

- 1. Classifications
 - "AAAA" schools - \$625.00 each
 - "AAA" schools - \$550.00 each
 - "AA" schools - \$400.00 each
 - "A" schools - \$350.00 each
- 2. Association fees must be paid by October 15th (post-marked) of the current year. Zones which do not meet this deadline will be assessed a late penalty of ten dollars (\$10.00) per calendar day, up to a maximum of 25 days, at which time, they will forfeit the privilege of taking part in the Association activities for that school term.
- 3. Spectator admission fees may be collected at Provincial Championships at the discretion of the Board of Directors.

VIII TRAVEL AND ACCOMMODATION

- 1. All travel and accommodation expenses for zone representatives shall be the responsibility of the school or the zone involved.
- 2. Travel expenses shall be paid by the Association for Board of Directors on Association business at the rate of 30 cents (\$.30) per kilometer.
- 3. Meals and accommodation shall be paid by the Association for Board of Directors and on Association business to a maximum of eighty-five dollars (\$85.00) for one night's lodging and

meals to a maximum of forty dollars (\$40.00) per day. Receipts for lodging must be submitted when requesting payment.

4. Expenses of the Executive Director incurred through operation of his/her office shall be paid by means of an accountable advance, such amount to be determined by the Board of Directors.

IX REFEREE FEES

1. The cost of referees at the Association play-off level will be the responsibility of the Association.
2. The cost of referee fees for Zone Championships shall be the responsibility of that zone.

X CLINICS

1. Plans for clinics must be approved by the Executive Director or Assistant Executive Director of the Association at least one month prior to the clinic.
2. Honorariums will be paid to the clinician at the rate of fifty dollars (\$50.00) per day or twenty-five (\$25.00) per half day or evening.
3. Travel expenses will be paid at the rate of 30 cents (\$.30) per kilometer.
4. Clinicians must submit to the Executive Director a brief outline of the clinic at least three days prior to the clinic. In addition, a brief written report after the clinic is required.
5. Clinics shall be open to the general public and shall be so publicized.
6. The host school or area community shall supply the following at no charge to the Association:
 - a) the facility, including caretaker;
 - b) necessary equipment;
 - c) local publicity;
 - d) one meal and overnight accommodation for clinicians when necessary; and
 - e) personnel to handle registration and collect fees.

XI FINANCIAL OPERATION OF CHAMPIONSHIPS

1. Each championship convenor is responsible for the preparation of a budget to cover its yearly operation. This budget must be submitted by September 15th for approval by the Board of Directors. If it is not approved, it will be returned to the convenor for adjustment.
2. Two weeks after the completion of each event, the convenor shall turn over all accounts and monies, plus a financial statement of the event to the Executive Director.

XII INTENTION TO PARTICIPATE

- a) It is the responsibility of the zone or league representative to indicate the zone's intention to participate in Association competition at the provincial level in any or all of the following activities:

- a) Golf;
 - b) Cross-Country Running;
 - c) Volleyball;
 - d) Curling;
 - e) Hockey;
 - f) Basketball;
 - g) Badminton;
 - h) Track and Field;
 - i) Fastball;
 - j) Soccer;
 - k) Baseball
- b) Any zone that fails to indicate it's intention will not be allowed to participate in that particular activity during the school year. Any zone that fails to honour it's commitment will forfeit the right to participate in that particular activity for the following school term, unless notification canceling the intention to participate is given by September 30th.
- c) Competitions: (Classification is based on grade 9-12 population)
- a) To be eligible for "A" competition, any rural school must have a population of less than 125 students.
 - b) To be eligible for "AA" competition, any City of Winnipeg schools must have a school population of less than 100 students plus rural schools with a population of 125 to 300 students.
 - c) To be eligible for "AAA" competition, any City of Winnipeg schools with a population of 150 to 400 students plus any rural school with more than 300 students.
 - d) To be eligible for "AAAA" competition, all City of Winnipeg schools with a population of more than 500 students plus Lord Selkirk, Crocus Plains, Vincent Massey (Brandon) Steinbach Regional, Stonewall, and Garden Valley (Winkler), Portage Collegiate Institute.
 - d) Schools wishing to re-classify to a higher category sport may do so, provided the zone president, and MHSAA Executive Director are informed. Deadline dates are listed in the Provincial Handbook.

XIII PENALTIES AND PROTESTS

1. Penalties:
 - a) Any athlete, coach, or member school may be declared ineligible, subject to probation or suspended from Association competition for report violations of sportsmanship, eligibility, sanction or violation of play off format or dates. Any athlete, coach, or member school which is alleged to be in violation of eligibility or sanction regulations, must be given an opportunity to appear before the Board of Directors.
 - b) Any decisions as to the appropriate action which may be taken with respect to any reported eligibility, supervision or sanction violation, shall rest with the Board of Directors. If a penalty is invoked, such penalty shall be enforced by the Executive Director for the particular activities involved.
 - c) The MHSAA may default teams, which do not meet deadline dates set down for inter-zone playdowns.

- d) When teams or individuals have failed to receive proper sanctioning they shall be automatically fined fifty dollars (\$50.00) , and if this occurs another time during the school year, then that school will be automatically suspended from any provincial activities in that sport.
- e) Tournament convenors may notify the association to impose a penalty to a school who has not fulfilled invitational tournament commitments as sanctioned by the association. This violation would be considered as a violation of performance bond and may be subject to a one hundred dollar (\$100.00) fine, which would be forwarded to hosting school
- f) Each Zone is required to post a two hundred (\$200.00) performance bond. This performance bond is placed in a trust to ensure the zone's participation, proper conduct, and ensure that all Provincial Championship and eligibility requirements are met. Any zone failing to meet any of the expectations as outlined may be liable for forfeiture of part or whole of the bond. The zones must replace the bond before they will be allowed to participate in any other provincial competition. Zones failing to meet deadline dates for information sheets for the directory and rosters information for provincial championships will be fined one hundred dollars (\$100.00) under performance bonds, and that zone will not be allowed to compete until the fine is paid.
- g) Athlete(s) or any team member caught consuming or in the possession of alcohol, tobacco or illegal drugs at a Provincial Championship may result in an automatic team disqualification and two hundred dollar (\$200.00) performance bond forfeiture.
- h) The use of an ineligible athlete will result in and automatic \$200.00 fine. The situation will be reviewed by the Board of Directors. Penalties may result from automatic team expulsion of team, forfeiture of all previous results or other.
- i) A team withdrawing from a Championship after the entry deadline has passed may result in an automatic two hundred (\$200.00) fine for first offense. The Board of Directors will evaluate any further offenses.
- j) Failure to submit eligibility sheets will result in a one hundred dollar (\$100.00) fine.
- k) Failure to meet deadlines as listed under each sport in the Provincial Championship Handbook will result in a thirty-five (\$35.00) to two hundred (\$200.00) dollar fine.
- l) Failure to register a tournament and forward results to the MHSAA by noon the following Monday will result in a one hundred to two hundred dollar (\$100.00 - \$200.00) fine.
- m) Teams failing to submit school information sheets before the published deadline will be subject to a one hundred (\$100.00) fine.
- n) Teams penalized with improper uniforms may not be allowed to compete until they have adhered to the uniform rule and may be fined one hundred (\$100.00).
- o) Teams in violation of advertising on uniform regulations may be fined up to (\$200)
- p) Any coach or athlete wearing head gear (when not part of uniform) during competition, opening ceremonies, award ceremonies, banquet and/or luncheon may be fined \$50.00 - \$100.00 per athlete or coach.
- q) Any school not paying its fine within 20 working days would be ineligible to receive any travel assistance, or any other assistance from MHSAA and would not be eligible to participate in any wildcard or other post season activities until the fine with a \$50.00 penalty is paid. If the

- fine is still not paid after 35 days, the school may be placed as unsatisfactory standing in the Association. A \$200.00 fee in addition to the fine would be required for reinstatement.
- r) MHSAA may extend a suspension of an athlete to other MHSAA Provincial Sport Championships when abuse of other players, coaches, or officials occurs.
 - s) Failure to have a teacher supervisor present may result in possible forfeiture of performance bond as well as competition results. Board to assess future offenses.
 - t) Changing at the bench or playing field - \$50.00 - \$200.00 fine per individual.

See MHSAA handbook for complete list of penalties and consequences.

2. Protests:

- a) Any protests regarding procedure or rulings occurring during the course of inter-zone, zone, wildcard or provincial playdowns must be submitted in writing and posted within 48 hours to the convenor of that activity, with a copy to the Executive Director of the Association. Any decision of follow-up shall rest with the Board of Directors.

XIV SPORTSMANSHIP POLICY

1. Statement of Administrative Responsibility: Member schools are expected to conduct their relations with each other at all levels of competition in a spirit of good sportsmanship in keeping with the objectives of the Association. Everyone involved has the obligation to clearly see his/her influence and act accordingly.

This Association acknowledges that the school administration is responsible for the athletic program, including the making of the broad and specific policies relating to sportsmanship and the conduct of activities in the schools. The school principal, for example, as the administrative head of his/her school, has the responsibility for establishing the principles of good sportsmanship in the minds of the entire school family. He/She realizes that the kind of sportsmanship that is practiced or displayed by the representatives of his/her school will reflect to its credit or otherwise.

The principal, therefore, is the final authority responsible for all athletic activity of his/her school at whatever level of competition these are engaged in. In recognition of this authority and responsibility, the following general recommendations are suggested by the Association as a guide to school administrators with respect to sportsmanship policy.

2. General guideline recommendations:

- a) Each School Board should outline specific policies pertaining to Sportsmanship, and ensure that the school personnel in their Division are aware of the responsibility to observe the policies and proper conduct.
- b) Each school administration should insist that personnel set good examples of deportment and sportsmanship and to correct those individuals at fault, at a time convenient, in a manner adequate for this situation.
- c) Each school administration should utilize all appropriate occasions and means to emphasize desirable deportment and sportsmanship to all students and school personnel.

- d) The supervision of trips and away contests should be such as to assure that the conduct of school representatives bring credit to themselves, their school and their sport. To this end, the Association advocates the full promotion of co-operative host-guest relationships between and among schools entering into athletic competition.

3. Association Responsibility and Sportsmanship Rule

- a) Association Responsibility:
The Association recognizes and appreciates that the influence and responsibility of the school administration with regard to good sportsmanship extends to all levels of competition. However, it must also be seen that the Association has been vested with the responsibility to ensure that all contests under its jurisdiction are conducted satisfactorily. In exercising its responsibility as it applies to the principles of good sportsmanship, the Association will be guided by the following rule.
- b) Sportsmanship Rule:
HIGH STANDARDS OF COURTESY, FAIR PLAY, AND SPORTSMANSHIP MUST FEATURE ALL ASSOCIATION COMPETITIONS. (While this rule is a general statement and one, which may be difficult to reduce to objective standards in terms of enforcement, it is the heart of the entire Association program. Good sportsmanship, respect for rules, respect for others, and fair play are basically the motives through which an interscholastic athletic program is justified and defended.) The integrity of schools, coaches, representative teams and competitors shall be above reproach. It is imperative that schools endeavor to honour all commitments. Competition should be in the spirit of friendly rivalry rather than enmity. Emphasis should at all times be on the activity rather than on the result.
- c) Executive Authority:
The Association vests authority in its President and Executive Director to investigate and take appropriate action on any reported flagrant violation of the sportsmanship rule occurring during inter-zone, regional, or provincial competitions.
- d) Violations
Reported violations shall be resolved in a manner sufficient to correct the problem, and may range from a written statement of findings by the Board of Directors to the school administrators, to probation or suspension for the school.
- e) Any report of a flagrant violation of the sportsmanship rule occurring during an Association sponsored event, must be submitted in writing and posted within 48 hours of the incident to the Executive Director of the Association.
- f) The MHSAA be allowed to extend the suspension of an athlete to other MHSAA Provincial Sport Championships when abuse of other players, coaches or officials occurs.

XV ZONE STRUCTURE

- 1. Zones are composed of schools situated within the following school divisions:
 - a) Zone 1 Winnipeg School Division 1
 - b) Zone 2 Louis Riel School Division, St. John's Ravenscourt, St. Norbert, Westgate, College Pierre Elliott Trudeau;
 - c) Zone 3 St. James, Pembina Trails School divisions, St. Paul's High School; St. Mary's High School,

- d) Zone 4 Western, Prairie Rose, Red River Valley, Borderland, Garden Valley, Portage La Prairie School Divisions, College St. Jean-Baptiste, Mennonite Collegiate Institute
- e) Zone 5 Evergreen, Lakeshore, Interlake School Divisions, Charles Sinclair School, Ecole Communautaire Aurele-Lemoine, Peguis Central School;
- f) Zone 6 Prairie Spirit School Division, College Regionale Notre Dame
- g) Zone 7 Beautiful Plains, Rolling River, Pine Creek, School Divisions;
- h) Zone 8 Turtle River, Mountain View, School Divisions, Ebb & Flow School, Ecole Jours de Plaine, Rorketon Collegiate, Isaac Beaulieu School
- i) Zone 9 Turtle Mountain, Southwest Horizon, Fort La Bosse School Divisions, Sioux Valley School
- j) Zone 10 Park West School Division, Ecole St. Lazare
- k) Zone 11 Frontier School Division, and all northern school districts;
- l) Zone 12 Metro Winnipeg private schools, Manitoba School for the Deaf
- m) Zone 13 Sunrise, Hanover, Whiteshell, School Divisions and DSFM, Wanipigow School, Sagkeeng Anicinabe
- n) Zone 14 Seven Oaks and River East Transcona School Divisions, Lord Selkirk Regional Secondary School
- o) Zone 15 Brandon School Division;

XVI STARTING TIME OF COMPETITIONS

1. No Association championship tournament shall begin prior to 9:00 a.m. on the first day of the competition. It is recommended that all convenors consider the distances traveled by out-of-town teams when arranging tournament draws.

XVII ZONES/LEAGUES

1. Activities:
 - a) Zones may offer championships in any activity.
 - b) The cost of sponsoring activities at the zone level shall be the responsibility of that zone, and gate receipts from zone championships become the property of that zone.
 - c) All zone or league playoffs must be completed by the date outlined in the MHSAA handbook

XVIII ORGANIZATION OF CHAMPIONSHIP TOURNAMENTS AND MEETS

1. The convenor shall be responsible for setting up a tournament or meet committee, and this committee will organize and conduct the championship tournament or meet in conjunction with, and subject to the approval of the Board of Directors.
2. Each convenor shall present his/her championship format, at least six weeks prior to the championship date, to the Executive Director of the Association, for review by the Board of Directors.

3. Provincial Tournament Responsibilities:

Each zone or school hosting a Provincial Championship is responsible for the following areas:

- a) Providing adequate facilities including care-taking
- b) Minor officials
- c) Tournament workers
- d) Local Publicity
- e) All-star and M.V.P. committees (if acknowledged)
- f) Tournament hospitality (athletes, coaches, officials lounges, etc.)
- g) Submitting a budget.
- h) Developing and hosting website

M.H.S.A.A. responsibilities:

- a) Major officials
- b) Travel and lodging of officials
- c) Schedule of games
- d) Provincial publicity
- e) Supply of awards
- f) Rental of non-school facilities

NOTE: Such things as medical personnel, unusual expenses related to special equipment etc. are currently negotiable and should be agreed upon before the competition.

4. Deadline for entry to Provincial Championships is as published in the Handbook. Zones or leagues not phoning, or delivering required information to championship convenor by the deadline will be fined thirty-five dollars (\$35.00) and may forfeit the right to participate in that particular championship. That zone will not be allowed to participate until the fine is paid.
5. In sports which entrants can be seeded, the tournament chairperson along with the M.H.S.A.A. shall organize a seeding committee to evaluate participating teams and place them fairly in the draw.

XIX LOCATION OF CHAMPIONSHIP TOURNAMENTS OR MEETS

1. A zone may bid to host a provincial championship tournament or meet, or a zone may bid on behalf of an individual school, with such bids to be submitted in writing to the Executive Director prior to the Annual Meeting, and presented by the zone representative, in person, at the Annual Meeting.

The Board of Directors will provide a rotational basis of provincial championships and, if no bid is received for championship, then the championship automatically goes to the zone whose turn it is on the rotational basis.

2. Power to move locations of championships will rest with the Board of Directors, in the case of emergencies, of zones or schools not fulfilling their agreement or failing to make proper arrangements.
3. Whenever possible, provincial championship tournaments should be held at a site or sites which would have the facilities to hold that event on two days.

XX PERFORMANCE BONDS

1. Each zone will be required to post a two hundred (\$200.00) performance bond to ensure that said zones meet entry requirements and/or eligibility rules and regulations and/or zone commitments.

Zones failing to meet said requirements may forfeit all of or part of the bond as per discretion of the Board of Directors.

Violating zones will have the opportunity to make representation to the Board of Directors prior to assessment of any fines.

XXI VOTING PROCEDURES - ANNUAL GENERAL MEETING

1. The election of Officers shall take place at the Annual General Meeting. Nominations may be accepted by the membership-at-large in addition to those presented by the nominating committee.
2. A Notice of Motion would be considered at the Annual General Meeting without proper notice, if there is a 75% approval of the voting delegates. That motion would then be brought to the floor. Abstentions would be counted as a negative vote.

ELIGIBILITY ISSUES

In order for an eligibility issue to pass, this must take 66% of all eligible votes. This means, that if there are 20 votes in attendance then 14 votes are required. In this case, abstentions do count.

NOTICES OF MOTION:

All motions must be submitted to the Executive Director at least eight weeks prior to the AGM or by the deadline date circulated. Each motion must have a date of implementation included.

ABSTENTIONS:

Each motion will require a majority of the votes cast, that is to say abstentions will not count as negative votes.

3. All motions presented for consideration must have a date of implementation as part of the motion.
4. Any Future Provincial Championship date changes that occur at the Spring AGM have a one year waiting period before they go into effect.
5. Any motion passed at an AGM meeting be in force for a minimum two year period and further be it resolved that a motion may be reconsidered and brought back to the general assembly with a 2/3 majority.

XXII CO-OPING SCHOOLS

1. Any school co-oping application must first have zone approval before being considered for final approval at the provincial level.

XXIII PROVINCIAL CHAMPIONSHIPS

1. Effective September 2004, before any new championships, categories, classifications, etc. are added to the MHSAA roster, a task force must be struck to review cost implications of championships and address human and financial resources
2. Any motion involving the addition of a Provincial High School Championship has a one year grace period before being allowed implementation.

SPECIFIC SPORTS RULES AND REGULATIONS

I ENTRIES

1. All zones must have their representatives declared and submitted to the Association office by the date published in the handbook.
2. In order for a school to participate in a provincial championship, that school must compete in its zone league or zone play-off or interzone.
3. The President of the Association or his/her appointed representative shall present the championship trophy and championship awards to the winning team at all provincial competitions.
4. When the rules and regulations of the Association are in conflict with the rules of the Sport Governing Body, then the rules of the Association shall take precedence.
5. Zones 1, 2, 3, 12, 14, must select two representatives to sit on the organizing committee for the Provincial Track and Field championships. Zones that do not meet the obligations will forfeit their performance bond.

II SUPERVISION

1. At all Association Provincial Championships, participants must have a teacher in attendance as a supervisor, or they will not be allowed to compete in Provincial Championships. In individual sports where it may be unrealistic for one teacher to accompany one student, the zone may designate teacher/supervisors for athletes, however, this must be indicated well in advance both to the teacher who is supposed to be supervising as well as the students from the various schools. When school teams have non-teacher coaches involved with a team, a teacher still must supervise that team when advancing to Provincial play-offs.
2. Teachers employed in the school division where they are coaching a team, may be the supervisor for that team. The expectation still relies on upon the school to ensure that its supervisors are fully acquainted with all MHSAA rules, regulations and consequences.

III CHAMPIONSHIP DATES/TECHNICAL INFORMATION

Please refer to MHSAA handbook for specific sport regulation, eligibility, etc.

1. Badminton

The tournament will take place on the first weekend in May.

Entries:

- a) Each Zone is limited to two entries per event.
- b) A player may be entered in only one event.

Badminton players be allowed to wear school uniforms, which must have short sleeves, or a white short sleeve shirt with a v-neck collar or plain white t-shirt. Doubles must have identical uniforms.

2. Basketball

- The "AAAA", "AAA", "AA", "A" Tournaments will be held one week prior to spring break.
- The Junior Varsity provincials will be held 2 weeks prior to spring break.
- MHSAA "A", "AA", and "AAA" Basketball Championships are held over 3 days starting on Thursday and ending on Saturday.
- Provincial "A" Basketball championships are two (2) days
- Provincial "AAA" Basketball championships are 10 (ten) team draws.
- "A" and "AA" and Junior Varsity athletes be allowed to play an unlimited number of games with the varsity team and still maintain their eligibility to compete in the Junior Varsity Provincials.
- Rural "AAA" JV teams are allowed to play rural varsity "A" and "AA" teams without these games being counted as varsity level.
- "A" and "AA" and Junior Varsity athletes be allowed to play an unlimited number of games with the varsity team and still maintain their eligibility to compete in the Junior Varsity Provincials.
- Rural "AAA" JV teams are allowed to play rural varsity "A" and "AA" teams without these games being counted as varsity level.

3. Cross-Country

- The meet will be held on the Thursday before the start of Provincial Rural Soccer Championships
- There will be two cross Country classifications ("A", "AA", "AAA") and ("AAAA"). Each classification will award winners in the categories of JV Girls, JV Boys, Varsity Girls, Varsity Boys for the winner, runner up and third place team

4. Curling

- The bonspiel will be held Thursday, Friday, Saturday the first weekend in March.

5. Golf

- The Provincial Girls and Boys Golf Championships will take place the third Friday of every September.
- Golf Scoring – Each group of 4 participants shall be accompanied by a supervisor. The supervisor shall count strokes for each player for every hole, using a tally sheet format. The player must also keep their score per hole and after all players have completed a given hole, a mutual agreement must be attained between the player and the supervisor before moving

- on to the next hole. The supervisor is in control of the golf card to be submitted to the results table and records the final score per hole for each athlete. The player may choose to keep a card of their own to keep track of their personal performance.
- In the case of a tie in golf, the score of the 4th player will be used to determine the winning team.
 - **Hockey**
 - The Provincial “AA” and “AAAA” Hockey Championships will be held on the second weekend of March.
 - “AA” Championships to be held on Thursday, Friday and Saturday (not Sunday)
 - Hockey Uniforms – the MHSAA shall allow ‘bumbar’ advertising on the hockey jerseys that are consistent for the whole team. The size of 4 inches in height and width depending on the name that is advertised. Consistent means that same colours and looks appropriate for the uniform.

6. Track and Field

- The Rural Championship will be held on the first weekend in June.
- The Provincial Meet will be held on the second weekend in June.
- MHSAA shall include a multi-event at the Provincial Track & Field Championships. This event shall include a sprint (100m), a middle distance (800m), one jump (long jump) and one throw (shot put). Points will be scored using the Pentathlon Scoring system. Team points shall be awarded the same way as a relay
- Multi Event –an athlete entered in the multi event (including a relay, if they so choose) may also enter one individual event.
- Rural Track and field championships not award banners for junior and senior categories, but rather award a banner for the top school in each classification (“A”, “AA”, “AAA”, “AAAA”), Top school in each classification to be determined by the total points received in all 4 categories (Sr. Girls, Sr. Boys, Jr. Girls, Jr. Boys) according to the existing scoring model
- Provincial Track and field championships not award banners for junior and senior categories, but rather award a banner for the top school in each classification (“A”, “AA”, “AAA”, “AAAA”), Top school in each classification to be determined by the total points received in all 4 categories (Sr. Girls, Sr. Boys, Jr. Girls, Jr. Boys) according to the existing scoring model

7. Volleyball

- The Provincial “AAAA”, “AAA”, “AA” and “A” tournaments will be held on the last weekend of November.
- Junior Varsity Provincials will be held on the 2nd last weekend of November.

- The libero number be required only on the rotation line up card for each set and not on the player roster.
- "A" and "AA" and Junior Varsity athletes be allowed to play an unlimited number of games with the varsity team and still maintain their eligibility to compete in the Junior Varsity Provincials.
- Rural "AAA" JV teams are allowed to play rural varsity "A" and "AA" teams without these games being counted as varsity level.

8. Fastball

- The Provincial Fastball Championships will take place on the second weekend in June.
- Entries: Each Zone may send one entry into the Provincial Championships.

9. Soccer

- The Urban soccer Championships will take place on the first weekend of June at the discretion of the Board of Directors.
- The Rural Soccer Championships will take place the third weekend of October -

IV "AAA" SCHOOLS

- All "AAA" Schools must play 75% of their games, (excluding their zone schedule) against "AAA" or smaller classification schools. NOTE: Tournaments would be dictated by the category that the school hosting the tournament belongs to. Competition outside of Manitoba will count towards the 25 game limit, but not against the 75% rule.
- "AAA" for provincial urban volleyball and basketball – All "AAA" urban schools must play a minimum of 4 matches or games against "AAA" rural schools and 2 (two) matches or games outside of Winnipeg. Tournaments count as 2 matches or games as long as the tournament is hosted by a "AAA" school, regardless of the classifications or participating teams.

V DEMONSTRATION SPORTS

The following criteria must be in effect

- A Teacher/coach/supervisor must be present during all games.
- All MHSAA eligibility rules must be followed.
- The Principal must be regularly informed of all aspects or the activity.
- The sport should take place in at least 4 zones (at least 2 schools per zone)
- The sport must be administered by the school.

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