



G M A A

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To: SAC Reps
From: Amanda Maks, Hughanna Gaw & Alexandra Eldon
Date: Friday, August 25th, 2017
Time: 1:30 p.m. – Light lunch will be provided
Place: Royal Vale High School Auditorium
5851 Somerled Ave, Montreal (Main entrance)
Minutes

100 Additions to and approval of Agenda

Question from KSS (Danny Stacey)

200 2017-18

201 Calendar

Each school has two copies of the calendar in their packages. If there are changes made through the course of the year, they will be posted on the website calendar in red.

Royal West asked for the possibility to switch the swimming finals to the Wednesday, they have their Science Fair on the Thursday and would not be able to participate otherwise. The office will look at the calendar and the availability of the venue.

202 Entry deadlines / Pre-season meetings / Scheduling meetings

You will find a printed sheet in the packages with all the meeting dates, entry deadlines and pre-payments due. This is also posted on the website. Please take note, all entry deadlines are a few days before the pre-season and scheduling meetings. In the past the smaller leagues have been due at the scheduling meetings, to be better prepared this year we to have all the forms in prior to the meetings. We need to know how many teams there are in advance to make up the sections. Please do not show up with registration forms at the scheduling meetings, it is too late.

203 Age categories

You will find a printed sheet in the packages with all the age categories. Please note that Rugby, Basketball and Hockey have different ages than our other sports. In addition, there have been some adjustments made to the following sports:

Basketball bantam girls' division 3 On a one-year trial, each team is permitted to register three (3) players who are under 14 years as of October 1st of that school year ("B2"), however none of these players may be "AA" players. These players must be indicated on the score sheet beside the students' name.

Non-contact hockey the juvenile age limit has been extended to be under 18 years as of August 31st of that school year.

To save any unnecessary defaults, make sure you double-check the ages before submitting the player registration forms. Please ensure that they are in prior to your first game, we will look over them and contact you if there are any age discrepancies. Remember someone who is a midget in soccer may be a juvenile in basketball.

204 Starting times/early dismissals

No team is required to start a game before 3:45pm. If both teams agree to an earlier starting

time, the game can begin earlier. Please be aware that in term of referees, the later the starting time, the easier it is to get officials. Also, it is becoming more and more difficult to get early dismissals for students, please be aware when scheduling home games.

For indoor sports (basketball, indoor soccer, etc) especially, please do not schedule a home game before your school day is over. You should leave at least a 15-minute grace period between your final bell and your home game starting time to get organized for the game.

205 Statements / Pre-Payments

Each school should have a copy of their statement of account for the beginning of this school year. If you don't have one – it means your balance is at 0 and you're good to go.

If you owe money, please get that into the office as soon as possible – we are not owed a lot of money this year, so that's great. For those school who owe money, if we do not have the balance before the fall season starts, you will not be permitted to participate. Some school still have a balance owing from Spring of 2016 – if those unpaid balances are not paid, we will not permit your school to enter teams.

If you have a credit, please use it towards one of your first entries for this year. Simply write a note on the team registration form (using credit) and write a check for the difference. FYI: A credit shows up as a negative number on the statement.

Pre-season payments are listed on the sheet with entry deadlines. (same as we distributed in June)

206 Non-Member Schools & regular season/playoff travel

Just for your information, each package has a letter to the principals of non-member schools explaining the travel rules for non-member, off-island and on-island schools. For the past few years, GMAA member schools are not required to travel to non-member schools for their games (off-island or on-island). They can choose to travel to the schools, but they are not required to do so. We will announce the non-member schools at the scheduling meetings so people are aware. (HSBHS, KSS and WWHS are all GMAA member schools).

All playoff games will be at the home of the member school, regardless of their rank in the standings. If a non-member school is in first place they would still have to travel to a GMAA member school in fourth place.

This letter is being sent to all non-member principals for their information.

207 Coaches Commitment Forms

Please keep in mind that we only need one commitment form per coach per year except for rugby we will need a new one with the coaches NCCP number. Online there is also a version where you can list several people on one form to cut down on the paper work. SAC reps can check on the GMAA website under the Forms Checklist section to see if their coaches have been sending in the appropriate forms. Each sport has a Forms Checklist on the site.

208 Media coverage / Championship Photos

We hope to once again get coverage from the Suburban this year. If a reporter approaches you for information, please make sure to help as much as you can. If there are photographers at the game and you have students who are not permitted to have their photos posted online or in print, please make sure the photographer knows that.

If you have photos taken at various GMAA games, please send them into the office and we will post them on the website and our Facebook Page.

Please feel free to send us any photos you have taken at any events (games, championships,

all-star games, provincials, etc.) and we will be happy to upload them onto our Facebook page. We will also be sharing photos and information that the schools have posted on their Facebook pages. We promise to be more consistent this year with posting on our page.

209 Sportsmanship / Communication

As most of you already know, Sportsmanship is a major focus for G.M.A.A. Each year we honour the top schools, teams and students who conduct themselves with pride as good sports.

There is also a letter from the office in your packages to all coaches and referees in the association concerning communication between coaches and officials. Please make copies and send it to all your coaches. We will make sure each official in the association also receives a copy. It will also be posted on the website. It is basically to encourage open communication between the officials and coaches.

210 Concussion Package

We have some extra Concussion packages if any school would like a copy. Please encourage your coaches to take advantage of this service. The package is also on the Montreal Children's Hospital website and can be copied so everyone has it. The RSEQ has 'recommended' that each region have a concussion program in place and this is the GMAA concussion program.

211 Handbook Revisions / June minutes

All proposals to come out of the June SAC meeting were approved by the BoD, only one was modified. I will only go over the motion that was amended, you have a copy of the June minutes in your packages to go over the motions that were passed as-is.

The only change was for the age category in Bantam Girls Basketball. It was passed that a Bantam Girls basketball team be permitted to register and play up to three (3) grade 8/secondary 2 students (B2). That was amended to specify that none of these B2 players can be AA. (this is the same rule that is in place for GMAA Bantam Hockey)

300 Procedures

301 Score sheets/Sports line

It is the responsibility of the host team to call the sports line **the night of the game** (the number is on every score sheet) and to e-mail or fax in the SS as soon as possible. All score sheets must be signed by the staff member responsible for the team, as well as the therapist for rugby and lacrosse. Please double check that we have received your score sheet on the website – we receive a lot of sheets and e-mails in the office, it is always possible that it was misplaced on our end, please double check prior to receiving your invoice that we have all of your scoresheets. A blue star beside the game number means we have the scoresheet, a red box means we don't have the form.

During playoffs, we ask that both teams call in the score to guarantee that we can update the grid.

302 Schedule Changes

To avoid multiple schedule changes please send your coaches to the scheduling meetings with all the school conflicts (gym schedule, other teams' schedules, grad rehearsal, plays). Schedule changes that are made after the 5-day grace period following the posting of the schedule will carry a charge of \$10.00 if they are not because of an emergency. All changes must be agreed to by both coaches before noon of the school day prior to the scheduled start. Any changes after noon the day prior will carry the 10\$ charge as well as the charge for the referee(s).

For playoffs, the office will not accept any changes to the playoff schedule. Games will be played on the scheduled date. The only accepted reasons for changing a game are:

- 1) **Spring Break**
- 2) **Ped Days**
- 3) **Religious Holidays**
- 4) **A school-sanctioned, grade-wide, overnight or out of town activity**
- 5) **Parent/Teacher Interviews**
- 6) **When the coach has a conflict with another GMAA playoff game on the same date**

No other conflicts will be accepted. Game times may be adjusted if they are agreed upon by both schools. If a time cannot be agreed upon, the original time stands. Playoff dates will be set as soon as possible after the schedule is posted. Teams must make themselves available to play or the games will be defaulted.

303 No home field

Schools with no home field could be asked to cover the cost of the additional rental fees when they meet a team who rents their field for a second time in the season. A school is not obliged to host someone that does not have a field a second time. In this case, it will be the responsibility of that school to find a neutral site.

304 SAC Responsibilities

The SAC guidelines were distributed. Please refer to it carefully and be sure that you follow the procedures outlined. You are responsible for making sure that all forms are sent on time. All team entries must have your signature as well as that of the Principal. We need you to make sure that there is one person per team at the scheduling meetings and that everyone has a copy of the school calendar including all conflict dates and times – all games for other teams in your school, Ped. Days, Carnival, parent interviews drama productions etc. You also need to check the posted schedules for every team in your school to ensure that there are no conflicts (home volleyball and basketball scheduled on the same day etc.).

As the SAC rep you are the main contact between your school and the rest of the GMAA. We ask that you be available for any issues that arise at your school with your coaches or students. Everyone has been given a SAC REP info sheet, we ask that you fill it out and return it at the end of the meeting. Once the SAC Rep list is updated for this year, it will be sent out to all schools.

305 Website update

We have printed and included each school's page on our website. Please make any corrections on that sheet today and drop it off before you leave the meeting. Please send us all changes pertaining to your school – New Principal, Fax numbers, bus routes etc. Also make sure that we have the names and locations of all your home facilities.

Please also add your team colors to the website so that teams can refer to the website before games for uniform colors.

306 Entry into Division 2 & 3 – guidelines

There is a letter regarding guidelines for entry to Division 2 and 3 in your packages. This is a problem every year because teams that enter Division III should not be in Div III; this also applies for teams entering Division II who should not be in Division II. There have been far too many lopsided scores in past. You are responsible for making sure that your teams are in the correct division. Divisions 2 and 3 are for weaker inexperienced teams and should be participation leagues. Being competitive, not necessarily winning should be the main criteria for team entry.

Some of the guidelines you should consider when entering your teams include:

1. **Size of school** - any school with 500 students or more (grade 7 and up), of one sex should consider themselves a Division 1 school.
2. **Pool of city players** - any school that draws a large proportion of its student body from areas of the city that provide inter-city leagues, should consider themselves a Division 1 school.
3. **Sport Etude** - Schools that have Sport Etude programs are to consider themselves Division 1 schools.
4. **Returning Players** - teams with several returning players should not be entering Division 3.
5. **Past Record** - any team that has in the past year been competitive at the Division 1 level or dominated the Division 3 level in GMAA should be entering Division 1 or 2 but definitely not Division 3.
6. **Sports Concentration** - for Outdoor soccer any student who is enrolled in a soccer sports concentration program will not be eligible to participate on a Division 3 soccer team.

If you have any issues and/or you are having difficulty deciding which league you would like to enter, contact the office and we will be more than happy to help you out with that.

Also, all the schools who won a D 2&3 title or were a finalist in these divisions will find a letter in their packages. The letter mentions that we would like you to reevaluate these teams and possibly consider moving up a division.

307 Derogation procedure – Board of directors meets Sept. 12th

In order for a girl to play on a boys' team or for a transgender athlete to participate in the GMAA leagues, a request must be made to the GMAA board of directors prior to that teams' first game.

There is also a procedure in place for an age derogation. If a student is too old to play in an age category, but you would like that student to be able to 'play down' for a medical reason, the Board of Directors will discuss applications for derogation.

For your information (Fall Sports) the first Board of Director's meeting will be held on Tuesday, September 12th. Most meetings take place on the first Tuesday of the month. The Board of Directors will not discuss any derogations outside of their meetings. Please make sure any requests are in early so that students don't miss half to season waiting for the next board meeting.

The derogation process is outlined in the Governing Rules Section of the GMAA handbook for your reference.

308 Carry over suspensions / Sanctions

Schools that appear to have suspensions that were not completed last year have a letter in their packages outlining the rest of the suspension. These carry over to this year into the next sport that student participates in. Please write the student's name on the scoresheet as serving their suspension.

Please be reminded that any student who plays multiple sports within the same season and receives a suspension **is not eligible for any GMAA activity until the suspension has been served in the sport it was received.** (This means that they could miss games in other sports as well until the suspension is served).

400 Various

401 RSEQ Report

GMAA Hockey will again be non-contact at all levels this year. We are working with the other regions on and around the Island of Montreal (Lac St-Louis, Laval, Montérégie and Montreal) and will try to combine leagues and teams to offer an appropriate level of hockey to all our members. Please register with the GMAA by Friday, September 15th in whichever leagues you hope to have a team. The week after, we will meet with the other regions to determine what we can offer and then get into contact with all the schools to let you know.

Grants from the RSEQ – last year we received 75% of our grant from the government

through the RSEQ. We will receive the last 25% in October after our annual AGM. If possible, please try to get all pre-season payments in as soon as possible so that we do not have an issue with cash-flow.

Levels of Play – the RSEQ has been doing some research on how to clean up the various levels of play within the RSEQ leagues and in the regions. The RSEQ currently have Division 1, Division 1B, and Division 2 Inter-regional (new hockey league starting this year). The regions have Division 2 (which is GMAA Division 1 – teams who win GMAA D1 championships go to the RSEQ D2 Provincials), Division 3 (GMAA D2) and Division 4 (GMAA D3). It is possible that the highest level regionally will be named Division 3. Fundamentally, this doesn't change anything for our teams, our D1 champions will simply compete at the RSEQ D3 provincials. We will keep you updated on any changes that get approved.

S1 – after we update the SAC list for this year (by next week) we will send each SAC Rep a log-in for the S1 program. Sign on to the system, check it out, see what it's like. Potentially enter some of your athletes in the system, update the contact information, the school address, get a feel for the system. We will be introducing it this year in a few of our sports and would like the SAC reps to try to get familiar with it before we do. If you have any questions, give us a call at the office or send along an email. Please don't share your login information. As a 'School Representative' you will have access to more things than just a coach, so keep your password private.

De Facto Order

De Facto - another order can be placed for De Facto T-shirts between now and October 2nd. If you decide to place an order, you will receive them anytime between September and November. For all information, such as pricing and what is available to order you can visit www.defacto.ca/vetements or just give me a call at the office and I can help you out with that.

401 Academic Awards

After one of our many brainstorming sessions in the office, we brought up the possibility of offering a Team Academic Award. At the end of their seasons, SAC Reps could submit a form with their overall team average from each team. Teams achieving 80 (or 85%) and above would be eligible to receive a team academic award (bannerette) that would be sent to the school and could be presented to the team and put up in the school. This would obviously be something to encourage teams to place importance on their academics in line with our mission – education through sport. In our discussions, we realized it would be relatively easy for the Fall and Winter seasons, but almost impossible for the spring season. We plan to bring this up at the next Competition Committee Meeting to see if we can hash out details and come up with a solid proposal. If anyone has suggestions or comments, please send them into the office in writing so we can discuss.

402 Fall Championship Locations

A couple of years ago it was decided that any school wishing to host a D.1 championship let the office know, if multiple schools wish to host then we will select the best option.

Are there any volunteers for Division 1 Fall Sports Championship hosts? MacDonald would like to try to host the Volleyball Championships at John Abbott – to be confirmed.

All Division II and III Championship games will be held at the home of the higher seeded team.

403 Accident insurance

Please INSIST that the parents of your athletes are covered for the costs due to accidents & injuries during GMAA games. The GMAA does not cover the cost of injuries i.e. physio/MRI/ambulances. We have been taken to court in the past over the coverage of such

expenses, please remind your parents at the beginning of each season of the importance of accident insurance.

It was requested that the office ask our Insurance providers about the possibility of offering a group insurance to students who participate in GMAA sports. Some schools do not have access to a group insurance plan, so that will be something that the office can look into.

404 Therapists

Ensure that there is an athletic therapist following all of your contact sports. In rugby each team is required to have a therapist at all games, lacrosse the home team is required to supply a therapist for the game. If anyone is looking for a contact for Athletic Therapists to cover their events, contact the office for information. We can get you the information on the company that we use for all our events and they are exceptional; very knowledgeable and very professional.