

CONSTITUTION: GENERAL RULES AND REGULATIONS
BRITISH COLUMBIA SECONDARY SCHOOL GIRLS' VOLLEYBALL
ASSOCIATION

[Syllabus](#) Revised January 2007

Preliminary

We are an association made up of four divisions, "A", "AA", "AAA" and "AAAA". As attendance at the AGM is impractical for many members, there will be two types of business.

Ordinary business.

Voted on and dealt with at AGM and dealing with operational issues. Ordinary business will require a 60% majority.

Special business.

Voted on and dealt with by a Fax or e-mail vote and dealing with amendments to the Constitution or the Rules and Regulations.

SECTION 1 - EXECUTIVE

a. The Executive is empowered to deal with any matters raised during the Provincial Championships. The members of the Executive shall be determined at the Annual General Meeting for a one-year term.

b. Duties of the Executive

Commissioner:

- Act as liaison between BCSSGVA and BCSS
- Attend BCSS meetings
- Assure that all duties of the Executive are carried out

Treasurer:

- Manage the finances for BCSSGVA
- Prepare the Financial Statement
- Prepare a budget

Secretary:

- Distribute Agenda and Notices of Executive Meetings
- Take minutes of Executive meetings and distribute
- Maintain a record of minutes of all meetings, for future reference

Members at large:

- To assume the duties as designated by the Commissioner

Tier Reps:

- Liason with Executive and Zone Reps regarding specific information pertaining to their Tier provincial tournament.
- Liason with Executive and Zone Reps regarding Girls Volleyball affairs
- Support Zone Reps in their efforts to encourage teams to register and submit pictures on time
- If necessary, solicit Championship hosts
- Liase with Provincial Tournament Coordinator throughout season on all Tournament concerns
- Solicit Agenda items for Provincial Tournament meeting
- Chair meeting at Provincial Tournament, if appropriate
- Prepare and circulate minutes of Provincial Tournament meeting to Zone Reps and Executive.

c. In all matters which concern the members' Zone Championships, those members must first take the complaint to their Zone Representative, and in the event that the Zone Representative is unable to meet or dispose of the case satisfactorily, the complaint must be forwarded to the Executive of this association.

SECTION 2 - ZONE REPRESENTATIVES

a. Each Zone of each Tier should elect or otherwise appoint a zone representative for the following year.

b. Zone Representatives will be responsible for :

- Liason with Tier Reps and/or Executive regarding Zone girls volleyball affairs
- Providing teams within their Zone with registration information regarding- deadlines for team registration and submission of team pictures to Provincial tournament hosts.
- Coordinating the zone tournament and completing it 10 days prior to Provincials
- Distributing information regarding Provincial Tournament to qualifying teams
- Encouraging teams to submit tournament or league results via e-mail on Website to assist with rankings
- Soliciting Provincial Championship Host when that Zone is scheduled to host
- Determining the next season's Zone Rep and submit their name, school, e-mail address and home phone number to Tier Rep and/or Commissioner before the Provincial Tournament

- Submitting Zone results to the Tier Rep and Commissioner immediately following the Zone Playoffs (Saturday night preferably!)
- Determining if teams who qualify for the Provincial Tournament Wild Card opportunity wish to compete and relay this information to the Tier Rep by the Tuesday after the Zone Playoffs.
- Attempt to attend the Provincial Tournament meeting

SECTION 3 - PROVINCIAL TOURNAMNENT COORDINATOR & CHAMPIONSHIP COMMITTEE

- a. The Provincial Tournament Coordinators shall be determined by the Executive. Bids, in written form, must be submitted at the previous Provincial tournament coaches meeting, or before. An Application form is available on the website.
- b. The Provincial Tournament Coordinator and his Championship Committee will have the responsibility of arranging the presentation of the Championships, working within the framework of this constitution and under the direction of the Executive
- c. A "Championship Handbook" to simplify organization, will be sent to each Host by the Executive

Provincial Tournament Coordinator Duties:

- To be responsible for the organization and conduct of one of the Provincial Tournaments.
- To appoint a Championship Tournament Committee
- To distribute information bulletins to Zone Representatives, and Executive members, prior to the tournament.
- To ensure that Zone Representatives have the necessary Provincial Tournament information package for distribution to the qualifying teams.
- To work in close liaison with the Executive and Tier Rep to ensure consistency from one Tournament to the next.
- To submit an Championship Tournament Report, to the Executive, including recommendations
- To prepare a final Financial Report indicating all income and expenses for the tournament. This report shall be submitted to the Executive
- To return to the Commissioner all Association files, including current reports, by December 31 following the Tournament.

SECTION 4 - ZONE PLAYOFFS

- a. Zone playoffs will be held for the purpose of selecting the qualifiers for the Provincial "A", "AA", "AAA" and "AAAA" Volleyball Championships.
- b. Member public or independent schools shall be assigned to a zone.
- c. The Zone Rep shall coordinate a responsible committee to administer the Zone

Playoffs.

d. This tournament must be completed 10 days before the start of the Provincial Tournament.

SECTION 5 - ELIGIBILITY

a. The B.C.S.S.G.V.A. has adopted the BC SCHOOL SPORTS Eligibility Policies. Please refer to the BCSS Handbook.

SECTION 6 - PROVINCIAL CHAMPIONSHIPS

The Provincial A, AA, AAA and AAAA championships shall be organized as set out in the syllabus, attached to the Constitution, and in the Tournament Coordinator's guidelines.

a.. Only Secondary schools enrolling Grade 11's and 12's are eligible to compete in the Provincial Tournament.

b.. BCSS Tier rules shall be followed. Currently these are:

- "A" schools have 80 or fewer Grade 11 and 12 girls.
- "AA" schools have 81 to 160 Grade 11 and 12 girls.
- "AAA" schools have 161 to 250 Grade 11 and 12 girls.
- "AAAA" schools have 251 or more Grade 11 and 12 girls.

c. Schools must compete in the Tier that their population dictates. Schools wishing to compete "out" of their Tier must submit an appeal to the Executive for consideration, by Sept. 30.

d. Each school is allowed to enter only one team in Provincial Tournament play.

e. Wild Card Tournaments format is to be determined by the Executive. Where a tournament is required each zone may send one rep. - "down the line". The Zone Rep is responsible to inform teams.

f. Provincial Tournament Formats:

- 12 team Tournaments –all matches best 2/3 except Gold Medal match.
- 16 team tournaments-The round of 16, quarterfinals, semifinals and finals are best 3/5. Other games, including the bronze medal match, are best 2/3.

g. A team photograph and roster must be submitted to the Provincial Tournament Host by the Monday of the 12th week. If this is not done, then a late fee, paid to the Commission, of \$100.00 will be charged to those schools qualifying for the Provincial Championships. This fee shall be collected along with Provincial Tournament entry fee before the team shall be eligible to participate.

h. An entry fee, no greater than \$250 will be charged for participation in the Championships. Any increase in entry fee must be approved by the Executive. This entry fee must be paid in full to the host school before the team is able to compete in the tournament.

i. A Performance Bond of \$300, made out on a separate cheque and payable to BCSSGVA, must be submitted by all participating teams to the Tournament Host. This cheque will be returned to all teams who have fulfilled their obligations, after the Closing Ceremonies. These obligations include: attendance at the Opening and Closing Ceremonies, the Banquet and the Pictures.

SECTION 7 - FINANCIAL

a. To register a team with the Girl's Volleyball Commission, every Member School must complete the BC SCHOOL SPORTS Registration form and fee payment as per BCSS Regulations.. There is a \$50 fine for a late Player Registration Form. The date for the late registration is published in the BCSS handbook.

b. The entry fee provides operating capital for the running of the Championships.

c. A full detailed budget is to be submitted by the "AAAA", "AAA", "AA", and "A" tournament coordinators, to the Executive following the tournaments. The Commission will be responsible for game balls, medals, ribbons, frames, and trophies. The Host School will be responsible for everything else and may keep public admission money.

d. The finances of the Association shall, when necessary, be examined and their correctness ascertained by the auditors who shall be appointed by the Executive.

SECTION 8 - BERTHING FORMULA (for AA, AAA & AAAA)

a. Berthing will be completed by the first week in November based on current year registrations as of October 15.

b. The number of representative teams from each Zone participating in the tournaments shall be allocated using the following **procedure**:

Basic Ratio: # teams registered in the Province divided by # of allocated berths (e.g. $67/13 = 5.15$; 1 berth for every 5.15 teams registered in Zone)

Subtract Zones with less than the Basic Ratio (1 berth each):

(e.g. NW (1) - 1 berth ; Koot. (1) - 1 berth ; NC (3) - 1 berth: OK (5) - 1 berth
Host (1) - 1 berth: Total teams - 11; Total berths - 5)

Establish New Berthing Ratio: # registered teams in the Province subtract teams in Zones with less than the basic ratio including the 1 Host berth (e.g. $67 - 11 = 56$) **divided by** the number of remaining 'allocated berths" (e.g. $14 - 5 = 9$) = New Berthing Ratio (e.g. $56/9 = 6.22$)

Number of allocated berths in Championships = Number of teams in Zones with more than 1 berth divided by New Berthing Ratio (e.g. $FV 23/6.22 = 3.69 - 4$ berths; $LM 19/6.22=3.05 - 3$ berths; $VI 15/6.22 = 2.41 - 2$ berths: Total berths = $9 + 5 = 14$ plus 2 Wildcards)

c. Zones receive the whole number of berths closest to their allocation value provided that:

- each zone receives one non-host berth
- this process allocates the appropriate number of total berths.

d. In the event that the exact number of berths is not allocated, the decimal component of the zone allocation value is considered (eg. Decimal in 1.7 is higher than decimal in 2.6). In the event that the decimal components are equivalent (2.5, 3.5, 4.5) and not all can receive remaining berths, berthing will be at the discretion of the Executive. Preference shall be given to:

- zones not in the host rotation, then
- zones least recently awarded "left-over" berths,

SECTION 9 BERTHING

a. "A" Tournament

For the "A" tournament, one berth will be allocated to each of the seven zones, the 8th berth will be allocated to the host, and four "wildcard" berths will be allocated by the time of the playoffs for a total of 12 teams.

Wildcard berths will be determined as follows:

- One "Performance Wildcard" berth allocated by the Executive;
- One berth awarded as a result of playoff between 2nd place finisher in Okanagan and Kootenay zone. This match will be rotated as follows: 2004-Ok, 2005- Koot 2006-Ok, 2007-OK, -Koot, 2009-OK , 2010-OK
- One berth awarded as a result of playoff between 2nd place finisher in North Central & Northwest Zone. This match will be rotated as follows: 2004-NC, 2005-NW, 2006-NC, 2007-NW, 2008-NC, 2009-NW 2010-NC
- One berth awarded as a result of playoff between 2nd place finisher in Vancouver Island, Lower Mainland and Fraser Valley Zone. This playoff will be rotated as follows: 2004-FV, 2005-VI, 2006-LM, 2007-FV, 2008-VI, 2009-LM, 2010-FV
- Format of this Wildcard Tournament will be:
- two teams-3/5 match;
- 3 teams-round robin (2/3) with 1st playing 2nd in 3/5 OR coaches can change format if all in agreement.

The Host teams are responsible for the cost of officials.

Challenging teams must declare their intent to the A Tier Rep by 12:00 noon of the Monday following Zone Tournaments. Challenge to be played on Tuesday or Wednesday following the Zone playoffs. If appropriate, to accommodate travel, match may be played on the Sunday following Zone Tournament. To reduce challenging teams travel, a more central site may be considered. This is subject to approval of Host team.

Any changes to the above requires the approval of the Girls Volleyball Executive. Teams requiring additional information should contact the A Tier Rep.

Wildcard berthing may be changed at the discretion of the Executive.

b."AA" Tournament

Tournament format shall be 12 or 16 teams, depending on the facilities available to the host:

- 12 teams - 9 berths will be allocated to zones upon numerical formula, 1 berth will be allocated to the host and 2 Wildcard Berths will be allocated via a Wildcard Playoff Format to be determined by the Executive..
- 16 teams: 12 berths will be allocated to zones upon numerical formula and 1 berth will be allocated to the host. Three "Performance Wildcard" berths will be allocated by the Executive for a total of 16 teams.
- The Performance Wildcard berths, which could be in the form of partial berths, shall be determined, by the Executive, by the Monday of the 10th week of the school year.
- For Wildcard playoffs:
 - if 2 teams playoff it shall be a best of five match
 - if 3 teams playoff, it shall be a round robin format with the home team playing first and last. Positions at the end of the round robin will be determined by Volleyball Canada tie-breaking procedures. Results of the Round Robin shall determine the final standings. All matches are best of 3.
 - If 4 teams playoff, it shall be a round robin format, the results of the round robin shall determine the final placings. All matches are best of 3.
 - Hosts will pay the costs of the officials, unless otherwise agreed upon by the teams. If hosted in LM or FV, these 2 Zones shall share the cost of officials.
 - These tournaments shall be played the weekend following the Zone Playoffs.
 - Each Zone involved in the Wildcard Tournaments is entitled to send one representative "down the line" to the Wildcard Tournament.

Wildcard berthing may be changed at the discretion of the Executive.

c."AAA" Tournament

16 teams: 13 berths will be allocated to zones upon numerical formula and the 14th berth will be allocated to the host. Two "wildcard" berths will be allocated for a total of 16 teams.

One Wildcard berth will be determined by a playoff between the next qualifying team in the FV, LM & VI zones. This tournament will be rotated yearly among these zones as follows: 2006 LM, 2007 VI, 2008 FV, 2009 LM

One "Performance" wildcard berth will be awarded by the Executive to a team in the NW, NC, Okanagan or Kootenay Zone.

- For Wildcard playoffs:
 - if 2 teams playoff it shall be a best of five match
 - if 3 teams playoff, it shall be a round robin format with the home team playing first and last. Positions at the end of the round robin will be determined by Volleyball Canada tie-breaking procedures. Results of the Round Robin shall determine the final standings. All matches are best of 3.
 - Hosts will pay the costs of the officials, unless otherwise agreed upon by the teams. If hosted in LM or FV, these 2 Zones shall share the cost of officials.

- The tournament shall be played the weekend following the Zone Playoffs.
- Each Zone involved in the Wildcard Tournament is entitled to send one representative "down the line" to the Wildcard Tournament.

Wildcard berthing may be changed at the discretion of the Executive.

d."AAAA" Tournament

For the "AAAA" tournament 12 berths will be allocated to the zones upon numerical formula, the 13th berth will be allocated to the host and the 3 "Performance Wildcard" berths (which may be in the form of 1/2, 1/3 or 1/4 berths between zones) will be allocated by the time of playoffs, the method to be determined by the Executive, for a total of 16 teams.

- The Performance Wildcard berths shall be determined, by the Executive, by the Monday of the 10th week of the school year.
- For Wildcard playoffs:
 - if 2 teams playoff it shall be a best of five match
 - if 3 teams playoff, it shall be a round robin format with the home team playing first and last. Positions at the end of the round robin will be determined by Volleyball Canada tie-breaking procedures. Results of the Round Robin shall determine the final standings. All matches are best of 3.
 - If 4 teams playoff, it shall be a round robin format, the results of the round robin shall determine the final placings. All matches are best of 3.
 - Hosts will pay the costs of the officials, unless otherwise agreed upon by the teams. If hosted in LM or FV, these 2 Zones shall share the cost of officials.
 - These tournaments shall be played the weekend following the Zone Playoffs.
 - Each Zone involved in the Wildcard Tournaments is entitled to send one representative "down the line" to the Wildcard Tournament.

Wildcard berthing may be changed at the discretion of the Executive.

SECTION 10 - AGENDA FOR THE ANNUAL GENERAL MEETING

- a. Minutes of previous A.G.M.
- b. Business Arising
- c. Financial Report
- d. Commissioner's Report
- e. Zone Representatives' Reports
- f. Tournament Coordinators' Report
- g. Next Year's tournament locations
- h. Election of Officers
- i. New Business

SECTION 10 - AMENDMENTS TO RULES AND REGULATIONS

a. The Rules and Regulations of the Association may be amended by a two-thirds (66 2/3) majority vote of members by mail vote.

b. Amendments may be initiated by:

- The Executive
- Any Zone Representative
- Any Member School of the Association

c. Proposed amendments, in writing, must be in the hands of the Commissioner one week prior to the Provincial Tournament meeting.

SYLLABUS FOR PROVINCIAL CHAMPIONSHIPS BRITISH COLUMBIA SECONDARY SCHOOL GIRLS' VOLLEYBALL ASSOCIATION

SECTION 1 - ZONE REPRESENTATION

a. Zones

For the purposes of zone competition, British Columbia is divided into seven (7) geographic areas.

1. Kootenay
2. Okanagan
3. North Central
4. Northwest
5. Vancouver Island
6. Lower Mainland
7. Fraser Valley

b. The Provincial Tournament berthing will be determined on current year registration. To be registered, a school must make fee payment and submit their team list according to BC SCHOOL SPORTS regulations.

c. The host school shall be given a tournament berth, if they so wish.

SECTION 2 - TOURNAMENT LOCATIONS AND DATES

- a. The tournaments will rotate annually.

Year	A	AA	AAA	AAAA
2005	NC/NW	LM	OK	VI
2006	LM	KOOT	NC/K/NW	LM
2007	VI	FV	LM	FV
2008	OK	NC/NW	FV	OK
2009	KOOT	VI	VI	NC/K/NW
2010	FV	OK	OK	VI

- b. The host of the "A", "AA", "AAA" and "AAAA" tournaments will be decided annually by the Executive at it's January meeting.

- c. All tournaments will be scheduled for the 13th week of the season.

SECTION 3 - TOURNAMENT STRUCTURE

- a. To be decided by the Executive each year.

SECTION 4 - SEEDING

- a. The Executive will seed teams based upon the years performance of the teams. The Executive will then make adjustments so that teams from the same zone will be in opposite pools, where possible. Teams cannot be seeded above teams which finished ahead of them in their Zone Playoffs

- b. Weekly tournament results should be faxed, or preferably e-mailed, to Joe Moreira, Mount Sentinel Elementary Secondary Fax: (250) 359-7688, e-mail jmoreira@sd8.bc.ca

SECTION 5 – PROVINCIAL TOURNAMENT FEES

- a. Entry Fees

- This amount is set by the Executive (presently, a maximum of \$225).
- All teams participating in the Provincial Tournament must pay the stipulated amount prior to participating in the Tournament.

- b. Banquet Fees

- This amount is set by the local Tournament Coordinator but should not exceed \$20 per person without Executive approval.
- c. Other, non-mandatory costs, may include: t-shirts and photos.
- d. Performance Fees
- All schools are required to submit a \$100 Performance Bond, on a separate cheque to the Tournament Host, before the Provincial Tournament begins. This cheque will be returned at the Closing Ceremonies to those teams who have fulfilled their Tournament obligations.

SECTION 6 - PLAYING RULES

a. The official Volleyball Canada rules for the current year shall be employed with the following exceptions:

- There shall be an unlimited number of players on the roster and scoresheet.
- The 12 sub rules, plus Libero, will be used for all Zone tournaments and Provincial Championships. The libero may be changed each set (game). Libero must wear a different colour numbered jersey.
- There shall be no technical timeouts.
- Warmups shall be 5 and 5. Serving shall be part of the team's 5 minutes.
- Teams may enter the court as soon as they wish after a timeout.

b. Everyone appearing on the bench must be registered, including coaches.

c. Tie Breakers, as described in the Volleyball Canada rule book, will be employed.

SECTION 7 - TROPHIES, AWARDS, ALL-STAR TEAMS

a. A perpetual Championship Trophy will be awarded to the Provincial Champions at each level.

b. Medals shall be presented to each player on the first, second, and third place teams in the "A", "AA", "AAA" and "AAAA" tournaments.

c. A picture plaque shall be presented to each team in the Tournament.

d. A trophy shall be presented to the Most Sportsmanlike Team (chosen by all the teams at the tournament and/or by the officials).

e. Individual Awards

- All Star Team - A first and second all-star team, six players each, shall be chosen at the "AAAA", "AAA", "AA", and "A" tournaments. A plaque shall be given to each member.
- A Most Outstanding Player Award shall be presented at each Tournament.

