



BC SCHOOL SPORTS

ANNUAL GENERAL MEETING

MAY 13-14, 2022

MEETING PACKAGE 1

FEBRUARY 2022

Athletic Directors & Administrators,

Within this document you will find the following information:

- AGM Notice of Meeting
- Procedures for submitting resolutions
- Board of Directors Nomination Information & Form
- Championship Hosting Information & Bid Package

AGM Notice of Meeting

In accordance with Section 3.1 of our Bylaws, all BCSS Member Schools in good standing are entitled to receive notice of and attend General Meetings. The 2022 BCSS Annual General Meeting will be held on Friday May 13 & Saturday May 14, 2022 at the Delta Hotels by Marriott Ocean Pointe Resort in Victoria. The cost to attend is \$150 per person which includes meals and hospitality provided during the meeting. Hotel rooms can be booked through BCSS at a room rate of \$189 plus applicable taxes per night. If you wish to attend, please contact the BCSS office by email info@bcschoolsports.ca no later than **April 1, 2022**. As per Section 2.12 of our Bylaws, attendees **must** be registered in advance and be the designated representative for their school. A reminder that all member school designated representatives are non-voting at the AGM.

Procedures for Submitting Resolutions

Resolutions to make changes to the BC School Sports By-Laws, Operating Policies and Procedures or Competitive Rules and Regulations must be submitted through your BCSS Zone. Zones should meet to discuss the motion and vote that the majority of the member schools in their zone are in support of the motion. Resolutions are due to the BCSS office no later than **4pm on April 8, 2022**. Zone contacts can be found [here](#).

Board of Directors

Board of Directors Nominations are due by **4:00pm on April 1, 2022**. Nominations must be entirely completed including nominator and required signatures. It is recommended that all nominees and nominators read the Board of Director Nomination information thoroughly as they provide more detail on the Board of Director requirements and composition.

If you require clarification or have questions on any of the contents of this package, please reach out to the BCSS Office and one of the staff members will be happy to help you.

BCSS Annual General Meeting, May 13, 14, 2022

Board of Directors Nomination Information

Duties of the Board of Directors

The Board of Directors is responsible for the interpretation, implementation and enforcement of policies and rules as created by the Legislative Assembly. They also have the responsibility for the traditional Board oversight of the organization which includes strategic planning, budget approval, managing risk, hiring and supervising the Executive Director, alignment of mission and vision and well as monitoring programs and deliverables. The Board of Directors meet 7-10 times per year with atleast 4 in-person meetings. In addition to these meetings, the Board of Directors may create ad-hoc committees to deal with certain issues, or Directors may be asked to represent BCSS at various meetings, championship and other functions.

Individuals interested in having their name put forward for the Board of Directors Should speak with the Executive Director about roles & responsibilities, workload and expectations.

Positions OPEN for Election at the 2022 AGM

Positions up for Election	Term
Director at Large	3 Years (Spring 2022 - Spring 2025)
Director at Large - Section 1	3 Years (Spring 2022- Spring 2025)
Director at Large Rural/ Semi Rural	3 Years (Spring 2022 - Spring 2025)

Positions NOT up for Election at the 2022 AGM

Position	Elected by	Name of Incumbent	Term
President*	Legislative Assembly	Rick Thiessen	Ends Spring 2023
Vice President*	Legislative Assembly	Brent Sweeney	Ends Spring 2025
Past President	Legislative Assembly	N/A	*
Director at Large A/AA	Legislative Assembly	Lindsay Brooke	Ends Spring 2023
Director at Large Section 3	Legislative Assembly	Rick Lopez	Ends Spring 2024
Director at Large AAAA/AAAA	Legislative Assembly	Jim Lamond	Ends Spring 2024
Director at Large Section 2	Legislative Assembly	Rachel Romero	Ends Spring 2024

*President moves into Past President role for one year (2022 - 23)

*Vice President moves into President role for two years and then assumes Past President role for one year (2022 -24, 2024 - 25)

* Vice President will be elected in Spring 2023

Definition of Rural: Municipal population of fewer than 15,000 - 29,999 and more than 85km from the nearest school within an urban municipality

Definition of Semi Rural: School is within a municipal population of 15,000 - 29,999 and more than 85km from the nearest school within an urban municipality

Please check the [Rural Semi-rural school list](#) to see if your school qualifies

For the purpose of Governance, schools will be classified using the following grade 8-12 enrollment ranges

A: 1-165, **AA:** 166-475, **AAA:** 476-950, **AAAA:** 951+

Section 1: Okanagan and Vancouver Island Zones

Section 2: North Central, Northwest and Kootenays Zones

Section 3: Eastern Valley, South Fraser, Fraser North, and Vancouver Sea-2-Sky Zones

BCSS Annual General Meeting, May 13, 14, 2022

Board of Directors Nomination Form

This form must be submitted to the BCSS office by 4:00pm on April 1, 2022. Late forms will not be accepted!

Positions Open for Election at the

- ☐ Director at Large
- ☐ Director at Large (Section 1)
- ☐ Director at Large (Rural/Semi Rural)

Nominee's Personal Information:

Name: _____

School: _____

Position: _____

Cell Phone: _____

E-mail: _____

Nominee Declaration:

I confirm that I meet the requirements for election to the BC School Sports Board of Directors (By-law 7.3), and I agree to stand for the above noted position:

Signature: _____

Nominee School Administrator Consent:

I confirm that _____ meets the requirements for election to the BC School Sports Board of Directors and I support their nomination to become a member of the Board of Directors.

Administrator Name: _____

Administrator Signature: _____

BCSS Annual General Meeting, May 13,14, 2022**Board of Directors Nomination Form****Nominee's Qualifications for the Position**

Please write a short bio in the box below that will communicate your experience with education and sports and why you are qualified to be a director on the BCSS Board (Maximum 750 characters).

Please attach the following:

- Photo (head shot) of the Nominee (Required)

Nominator Information:**Mover:**

Member School:

Member School Principal:

Mover Signature:

Second:

Member School:

Member School Principal:

Second Signature:

*Please scan and send all documents to info@bcschoolsports.ca. The deadline for receipt of Board of Director nominations to be considered at the 2022 AGM is April 1, 2022 **at 4:00pm.***



2022-2023 Hosting Information

BC SCHOOL SPORTS

School Based Championship Hosting

Why should my school host a championship?

Provincial Championships are the most anticipated and sought-after events for any student-athlete. The memories and experiences that are gained during a provincial championship is unlike any other school sport event. Host schools receive an automatic berth to the championship, being able to provide a once in a lifetime opportunity for their students to compete and perhaps even win a provincial title at their own school. Additionally, working with BCSS and local sponsors, it may provide some school the opportunity to make a modest profit to support their athletics program.

Who can host?

Any member school in good standing, in the appropriate tier, with the required facilities may host a provincial championship. BCSS is looking for hosts for all seasons of play in 2022-2023 as well as the 2023-2024 Fall & Winter seasons of play. School based championships will be open to all schools across the province.

How does a school become a host?

Championships will be awarded to schools that show interest and demonstrate the infrastructure to successfully host a provincial championship. We encourage schools that have hosted championships in the past as well as school that haven't hosted in the past. Schools can submit a bid package to Host a BCSS Championship Form and submit it to BCSS staff (info@bcschoolsports.ca). Bids for the Fall & Winter 2023 are due no later than **4:00pm on April 8, 2022**. Bid form can be found [here](#).

How will my school be supported if we do host?

BCSS has been working on resources to provide host schools with the most amount of support possible. Host schools will be provided an event budget, championship host committee manual outlining the expectations, tasks, and ideal committee structure, medals and banners, equipment, and assistance with all the planning of the championship. You will have a designated BCSS Staff Member who will be available to assist you to ensure your experience as a host, and the student-athletes experience is as memorable and enjoyable as possible

Available School-Hosted Championships

Season of Play/Year	Sport	Proposed Date
Fall 2022	*AAA Field Hockey	November 8-10, 2022
Fall 2022	*A Boys Soccer	November 2-4, 2022
Fall 2022	*A Boys Volleyball	Nov. 30-Dec 3, 2022
Fall 2022	*AAAA Girls Volleyball	Nov. 30-Dec 3, 2022
Winter 2022-23	*Curling	March 1-4, 2023
Winter 2022-23	*Gymnastics	March 8-11, 2023
Spring 2023	*AA/AAA Tennis	May 25-27, 2023
Spring 2023	*Badminton	June 1-3, 2023
Spring 2023	*A/AAA Girls Soccer	June 1-3, 2023
Spring 2023	*Golf	June 4-7, 2023

**These events are currently past the deadline for bids, and will be approved by the Board of Directors rather than being submitted to the Legislative Assembly*

Season of Play/Year	Sport	Proposed Date
Fall 2023	Cross Country	November 4, 2023
Fall 2023	AA/AAA Field Hockey	Nov. 1-3/7-9, 2023
Fall 2023	A Boys Soccer	November 1-3, 2023
Fall 2023	A/AA/AAA Boys Volleyball	Nov. 29-Dec 3, 2023
Fall 2023	A/AA/AAAA Girls Volleyball	Nov. 30-Dec 3, 2023
Winter 2023-24	Curling	Feb. 28-Mar. 2, 2024
Winter 2023-24	A Girls Basketball	Feb. 28-Mar. 2, 2024
Winter 2023-24	Gymnastics	March 6-9, 2024

BIDS FOR FALL & WINTER 2023 ARE DUE NO LATER THAN 4:00 PM ON APRIL 8, 2022

Championships Hosting Bid Checklist

Thank you for your interest in hosting a BC School Sports Provincial Championship. Please review the following checklist and use it as a guide to support your application to host.

- ___ Review the Championship Hosting Handbook and sport specific hosting guidelines
- ___ Discuss with administration and necessary staff to gain support/approval for event
- ___ Find potential committee members and ensure participation
- ___ Ensure potential sport venues are available for the host weekend
- ___ Contact potential host hotels and banquet facilities to ensure availability
- ___ Complete the application form in its entirety and submit to BCSS
- ___ Prepare your bid to be presented (maximum 5 minutes video) at the meeting of the legislative assembly (if multiple bids are received).

Fall Planning Meeting: Spring Championships

Spring Annual General Meeting: Fall/Winter Championships

Contact your BCSS Sport Liaison for feedback on how to enhance your bid package.

Darrin Moreira (dmoreira@bschoolsports.ca):

- Cross Country
- Field Hockey
- Girls Volleyball
- Ski/Snowboard
- Curling
- Boys Basketball
- Rugby
- Mountain Biking
- Badminton
- Girls Soccer

Julie Stevens (jstevens@bcschoolsports.ca):

- Aquatics
- Boys Soccer
- Boys Volleyball
- Wrestling
- Girls Basketball
- Gymnastics
- Ultimate
- Tennis
- Golf
- Track & Field

Centralized Championship Hosting

Some of our biggest provincial championships are not organized by a host school but at facilities where schools travel from across the province to a central location to compete. Although these events do not have a host school, they require a Championship Host Committee full of dedicated passionate individuals who plan and operate the event.

Who can sit on a Championship Host Committee?

Centralized Championship Host Committees are open to any supporter of the school sport community, both school district employees and community members. There are endless positions available to be filled. BCSS encourages individuals who have assisted with the execution of a provincial championship in the past to continue to be involved.

Why should I sit on a Championship Host Committee?

Provincial Championships are the most anticipated and sought-after event for any student-athlete, the memories and experiences that are gained during a provincial championship is unlike any other school sport event. Individuals will have the opportunity to give back to the sport they are so passionate about while executing some of the top provincial championships in the province. BCSS recognizes the level of passion and expertise for each of our sports and wants to ensure that there is a place and opportunity for individuals to assist in the planning and execution of BCSS Provincial Championships

How will the committee be supported by BCSS?

Each committee will have a designated BCSS Staff Member who will assist to ensure the student-athletes experience at the provincial championship is as memorable and enjoyable as possible. BCSS has been working on resources to provide support to Centralized Championship Host Committees. The committee will be provided an event budget, championship host committee manual outlining the expectations, tasks, and ideal committee structure, medals and banners, equipment, and assistance with the planning of the championship.

Centralized Championships Seeking Host Committee Members

Season of Play	Sport
Fall	Aquatics
Winter	Ski/Snowboard
Winter	Wrestling
Spring	Ultimate
Spring	Rugby 7s & 15s
Spring	Track & Field