



MINUTES

Meeting called to order at 9:00 am, Mike Allina, Chair.

Directors Present:

Mike Allina	President
Sean Juteau	Director
Gerry Karvelis	Director
Rick Lopez	Director
Mykola Misiak	Vice-President
Brent Sweeney	Treasurer
Rick Thiessen	Director

BC School Sports Staff and Others Present:

Jordan Abney	Executive Director
Merrilla Thorp	Financial Officer
Shannon Key	Manager of Sport
Karen Hum	Membership Coordinator, part of meeting
Kim Senecal	Strategic Planning Contractor-Lead, Agenda Item 5.2 only
Bradford Waterhouse	Strategic Planning Contractor, Agenda item 5.2 only

1. WELCOME

The President welcomed everyone. Roundtable on recent news from each person at meeting.

2. ADOPTION OF AGENDA

MOVED/SECONDED AND RESOLVED that the Agenda be adopted with the following addition:

6.8 BC CHRISTIAN ACADEMY

3. CONSENT AGENDA

3.1. APPROVAL OF MINUTES – DECEMBER 7, 2017

3.2. PRESIDENT'S REPORT

Nothing to report since last Board meeting

3.3. EXECUTIVE DIRECTOR'S REPORT

The Executive Director's written report was received with the following highlights:

- Operations:
 - Financial: Fine revenue has decreased, increased eligibility and appeals revenue
 - Commissions: working with Field Hockey in this period
 - Staff: the 2 recent Strategic Plan survey results include comments about the outstanding work that the BCSS staff do

- Programs:
 - Membership Services: STARS maintenance issues
 - Coach Development
 - Coaches Association of Canada (CAC) and School Sport Canada (SSC) working towards a partnership
 - Partnership schedule for testing in 2018, launch in 2019, incorporates current CAC locker as the Learning Management System (LMS) for all SSC courses
 - The courses and content will be the property of the province who develops it
 - BCSS needs funding partners to overhaul provincial Coaching in BC Schools course
 - University of Ottawa is conducting school sport research in Canada, *Coaching Life Skills through high school sport*, to be available for free to any coach after the study. He is looking for coach emails address to opt in if they chose
 - Two prior studies were: Comparative analysis of Phys Ed and non-Phys Ed teachers who coach high school sport & Contribution of Extracurricular Coaching on high school teachers' job satisfaction
 - Recognition: Scholarship information published on BCSS website
- Partnerships, Representation & Advocacy
 - Met with BC Dairy
 - Through ViaSport MSO Leadership council, met with Minister Beare, Ministry of tourism, Arts and Culture
 - Attended NFHS Winter Meetings over holiday break
 - Attended SSC winter meetings in Ottawa
- Policy & Governance
 - BCSS has received some motions already and some others are drafted for review & consultation
 - Ad-Hoc Rezoning Committee has been formed and the first meeting will be in the first week of February
 - Strategic Plan work continues and next steps will be discussed in this meeting

MOVED/SECONDED AND RESOLVED that the Minutes of December 30, 2017, the President's Report and the Executive Director's Report be accepted and approved.

4. FINANCIAL STATEMENTS & RELATED ITEMS

4.1. OPERATING STATEMENTS TO DECEMBER 30, 2017

MOVED/SECONDED AND RESOLVED that the Operating Statements to December 31st, 2017 be received as presented.

4.2. AUDITED FINANCIAL STATEMENTS – JUNE 30, 2017

MOVED/SECONDED AND RESOLVED that the Audited Financial Statements to June 30, 2017 be approved and further that the President and Treasurer will sign them.

4.3. 2018-19 DRAFT OPERATING BUDGET FOR GAMING SUBMISSION

MOVED/SECONDED AND RESOLVED that the draft budget for FYE19 for the Gaming application be approved as presented.

5. BUSINESS ARISING FROM PREVIOUS BOARD MEETING

5.1. BCSS ZONE REALIGNMENT

- On December 12, 2017 at the extraordinary meeting, the membership approved the 9 zone re-configuration with the four Lower Mainland- Fraser Valley zones to be determined by the membership at the 2018 AGM after recommendations from a working committee formed of representatives from the affected school districts
- There are still a few school district representatives needed. The list of proposed committee members

was presented to the Board for review and approval. Draft Terms of Reference for the Ad-Hoc committee were presented to the Board for review and approval

- February 8th will be the first meeting. There will likely be 2 conference calls, and possibly one face-to-face meeting

MOVED/SECONDED AND RESOLVED that the proposed Committee be approved; and further that the Terms of Reference for the BC School Sports Rezoning Committee be approved with minor corrections.

Action:

Board will make further committee representation recommendations for SD 33 Chilliwack, SD46 Sunshine Coast, SD48, Howe Sound, SD 75 Mission

5.2. STRATEGIC PLANNING UPDATE – DACATA PERFORMANCE GROUP (12:00pm)

Item deferred to later in the day. Minutes reflect the order of business.

5.3. BCSS ULTIMATE CHAMPIONSHIP

The Manager of Sport provided verbal and written reports on the progress of the preparation for BCSS Ultimate Provincial Championships, including tiering options, STARS registration options and impacts and requested input. The following are the highlights:

- Surrey fields have been booked for May 24 & 25; the BC Ultimate Society (PSO) will be hosting their event on the Saturday, Sunday
- Another PSO meeting will occur on January 20. The PSO structure includes Jr Championships and includes teams that don't qualify, as well as more than one team per school. Their tiering is based on skill rather than school size. Their fees include individual memberships in the PSO
- Donations to BCSS Ultimate Championships include: 2 tents, cones
- BCSS is working with a t-shirt vendor
- Proposed tiering numbers and berthing formula provided for review
- Should Championships programs be offered, and if so, at a cost?
- Eligibility and STARS registration impacts
- Should the sport be an eligible sport for applying for BC School Sports' scholarships?
- Staff will send a memo to all schools this week announcing Ultimate with more information to follow as details are known

Board input:

- Schools shall follow BCSS eligibility and rules and regulations for Ultimate; students are assumed NOT to have played in the year prior to 2018, as there was no registration with BCSS. Students that play this year, will be subject to any transfer rules for 2018-19.
- Require STARS registrations
- Include the sport as an eligible BCSS scholarship sport
- Jr enrollment is eligible
- BCSS Athletic Associations will be meeting in the first week of February to prepare for spring sports so they will be needing berthing information prior to first week of February

K. Hum departed the meeting at 9:54 am

5.4. RUGBY COMMISSION – PREMIER LEAGUE CONCEPT

Nothing new to report.

5.5. SATURDAY SABBATH SCHOOLS

Communication to Sport Commissions will be sent out this week, providing guidance to help facilitate

cooperation and offer ideas to adapt

6. NEW BUSINESS

6.1. GIRLS BASKETBALL COMMISSION

Discussion:

- The Commission charges a \$15 fee to each school for Junior Girls Basketball registration at the beginning of the season of play
- What is this fee used for
- Consequences of not paying fee early in the year is very high if a team qualifies for Junior Championships and hasn't paid the initial \$15
- Commission does not report on all activities/events, only provincial championships
- Commission had previously indicated that they believed that BC School Sports rules and regulations wouldn't apply to a junior championships event

Action:

Staff to do a letter to the commission:

- requiring all financial reports including junior championships
- inquire regarding what the \$15 fee is for
- requesting current legal copy of Constitution & Bylaws
- reinforcing the BC School Sports rules are applicable to all BCSS sports
- reinforcing that the role of the Commission is a Standing Committee of BCSS
- advising that failure to comply will affect their grants next year

6.2. ATHLETE CODE OF CONDUCT

The Athlete Code of Conduct was removed from BCSS Handbook in 2008 and staff cannot find a record of why. Assumed to be an editorial error. Newly drafted Athlete Code of Conduct was distributed for comment and discussion

Discussion:

- Agree should be put back into Handbook
- Reviewed language and edited

Action:

Draft Athlete Code of Conduct to be sent to membership at AGM with amendments as discussed.

6.3. SCHOOL DISCIPLINE REVIEW

Discussion:

- It was discovered that six schools used ineligible players this fall
- Copies of letters sent to the six schools were provided to the Board for review to determine if a Disciplinary Committee Review is recommended
- One of the schools advised regarding the long standing practice of the Cross Country Commission permitting ineligible athletes to participate, but not counting their times. A potential problem is that if an ineligible athlete participates, they may affect the competition for those athletes that are eligible (what if they accidentally trip or fall with an eligible athlete?)

MOVED/SECONDED AND RESOLVED that a Disciplinary Committee be struck to review the actions of Rick Hansen Secondary.

Action:

Staff to work with Cross Country Commission to address the long standing practice of permitting ineligible players and

the activities potentially putting race organizers at risk.

6.4. FOOTBALL COMMISSION

Discussion:

- Staff provided the Board with information about the status of BCSS relationship with the Football Commission, as well as information found on the Football Commission website:
 - un-audited financial statements of FYE17
 - FYE18 current year financials and
 - FYE19 Budget
- Staff were not invited to AGM
- Football Commission Bylaws require an audit
- No action required at this time

R. Lopez departed the meeting at 11:23 am

6.5. BYLAWS – TEACHERS ON CALL AS BOARD OR COMMISSIONERS

BCSS Bylaws are ambiguous relating to whether a Board member working as TTOC would be eligible to stand as a director. Legal counsel recommends clarification.

Discussion:

- Should BCSS consider any TTOC without regard for the amount of time a TTOC works within a year
- What if a retiring teacher or administrator of a member school wants to be TTOC as they transition from retirement and still wants to be involved with BCSS
- No change recommended for Commissioner qualification language

Action:

The Board recommends addition to policy clarifying that a teacher that retires after 10+ years, may seek election and serve on the Board for a period not longer than two (2) years from the date of their retirement from full-time teaching, provided, they remain an active TTOC during that term.

6.6. AGM PLANNING

6.6.1. STRUCTURE & SCHEDULE

Discussion:

- Dates: May 11 & 12 – Friday & Saturday
- Board meeting – Friday
- Should there be an Advisory Committee meeting, or have their meeting included with the Council meetings, or invited to Board meeting as guests
- Should Council meetings be separate or a joint Council meeting again
- Should there be a reception again on the Friday evening

Actions:

- Council meeting to be held jointly
- Advisory Committee are to be invited to Joint Council meeting
- Do Friday evening reception again

6.6.2. AGM NOTICES OF MOTION

The package of motions will be reviewed at the March Board meeting but to assist preparations staff would like feedback on the following:

- Budgeting Policy – 6.0.0 has membership setting fees, without any fiduciary responsibility, and without regard for other motions that may be passed that impact finances immediately rather than a year later
- Use of “Provincial” and/or “Championship” in any event title except for those Championships recognized by BC School Sports
- Many housekeeping motions, but there are a few more substantial items with motions currently being drafted:
 - Restricting playing up to a more senior school except for the smallest schools
 - Residency – clarifying if a student-athlete doesn’t meet residence and remains for a year, they become eligible, even if they continue to not meet residency
 - Principal Residence – allowing Eligibility Officer to approve change of principal residence transfer when it’s from private to same type of private (ie Catholic to Catholic)
 - Sanctioning – Non member institutions (private groups or colleges/universities) must obtain sanctioning for any BCSS member school high school event they run
- Should the Board be able to provide guidance on notices of motion? NFHS allows the Board to provide 3 options: 1. the Board SUPPORTS the motion; 2. The Board has no position on the motion; 3. The Board DOES NOT support the motion
- Review of Riverside motions re clarity questions: 1. Coquitlam Middle School Athletic Association exemption; 2. Grade 8 playing up and home school declaration; 3. International Home-stay definitions; 4. Residency-after sitting out a year

Actions/Recommendations:

- Board recommends setting membership fees in June after AGM – if budget goes up more than 10% of AGM approved budget then it would need to go back to the membership for approval
- Agree with restricting use of words Provincial/Championship
- Agree with housekeeping recommendations
- Agree with Board providing guidance on Notices of Motion
- Staff to work with Riverside re motions and advise of alternatives being proposed by Board:
 - Middle School Playing up-BCSS rules should not be based/excepting one athletic association
 - Grade 8 playing up- Existing rules have home school declared in grade 9; however playing up rule has home school declared upon playing up so 2 rules are in conflict. BCSS is already developing rules to assist with clarity
 - International Home-Stay-if a student transfers from one school to another a home-stay student loses residency status. Parameters need to be added. The proposed motion means an international student can shop schools for as long as they are in BC – even if they chose to switch schools for sport. Parameters need to be added; and may be covered within new language being drafted internally to reflect rights of all student- athletes
 - Principal Residence-a motion for a proposed policy cannot be add this / OR delete. Also affects many policies
- Board recommends staff to add section on Motions for Board to provide guidance
- Regarding planning for Board terms, all but one expire this year, so recommend staggering terms

K. Hum returned to the meeting.

Kim Senecal & Bradford Waterhouse, Strategic Planning Contractors arrived 12:15 pm.

5.2. STRATEGIC PLANNING UPDATE – DACATA PERFORMANCE GROUP (12:00pm)

Item deferred to later in the day. Minutes reflect the order of business.

Discussion:

Board was provided with written summaries and themed results from first survey (entire membership) and interviews/surveys of Board, Commissioners and Staff.

Key negative results from General Membership Survey:

- lack of knowledge/awareness of what BCSS does or how we do it
- challenges managing eligibility – ends up punishing people that should be protected
- regional inequity is a commonly held perspective
- relationships between BCSS and Commissions lacks structure & clearly defined objectives and expectations
- lack of support for AD's and Coaches / too much to do
- too many rules changes and rules contradict each other
- strong appreciation for efforts of staff
- regional or school differences – independent vs public / creating uneven playing fields
- competing values – mass participation vs elite
- general sense of us vs them / lack of knowledge
- efforts – require significant focus on brand awareness

Key positive results:

- office staff are very knowledgeable, helpful, responsive and communicate effectively
- STARS program serves the membership well
- Provincial Championships are well run
- BCSS and leaders are well intentioned
- Willingness to listen and lead positive change
- Provincial Championships medals and banners are well recognized
- BCSS is open and transparent
- Eligibility enforcement is important and generally well done
- The Executive Director is a strong leader and communicator
- BCSS is well organized

General information from Board/Staff/Commission Survey:

- rules hurt
- governance, voting structure and lack of clarity of roles are problems
- Commissioners want more funding
- new Commissioners are unprepared and feel stretched thin
- need training for AD's and Coaches
- recruitment strategies for AD's and Coaches needed as well as support for education
- overwhelming positive response to staff support
- aware that leaders are well intentioned and wanting to head in the right direction

Summary:

- Governance structure is causing problems
- The original plan was to do 3 stages: 1 survey temperature / 2 gather ideas / 3 rank ideas to go forward
- Recommend adapting original plan based on initial results, which would be to look for feedback on specific direction due to the lack of knowledge of many and the key ideas from those that did respond
- The next survey would be designed to help keep them engaged and be targeted (3 key choices) in 3 key areas: 1. Governance; 2. Programs and Services (AD training & recruitment, Coach training & recruitment); 3. Image brand communications (telling people what BCSS does)
- If the Board has detailed questions regarding the results of the completed surveys, they can contact Kim or Bradford directly or through BCSS staff

R. Thiessen departed at 1:23 pm

- Timeline:

- February 13, ranking survey open membership, closing February 23
- Collating results February 26
- Sub-committees formed, each with 7 people – with diversity – important to include perspective outside of the lower mainland to each sub-committee to have an area to work on: Governance, Programs/Services/Image Branding
- Sub-committees are a place for a voice outside of the Board- it's important for BCSS Board and Staff to communicate the outreach program well. The approach is important
- Estimate 5 hours for each sub-committee (2 meetings)
 - Where does it want to get to in 3 years
 - Map out one-year objectives
 - Map out major milestones to get to objectives
 - Meetings facilitated by consultants
- Then the oversight committee will bring the 3 different sub-groups findings together to create finished project for presentation to the Board.
- Oversight committee should consist of Board, and 3 people from outside the lower mainland/Fraser valley to provide more diversity.
- DACATA will also provide research to the sub-committees on comparable to other like organizations

Actions:

- Board will need to appoint members of the sub-committees prior to next survey: February 13, 2018
- Board to provide recommended names to Executive Director from Island/North/Okanagan
- Board will need to finalize questions prior to next survey

Kim and Bradford departed 1:30 pm
K Hum departed

6.7. PERSONAL SPORT RECORD – MATT YOUNG

Discussion:

- Staff were contacted by M. Young at www.personalsportrecord.com, with a concept on athlete improvement, by way of providing a web-based resource tool for coaches. There is opportunity for partnership and integration into an online coaching course, as well as revenue generation
- Staff will look into the model more

6.8. BC CHRISTIAN ACADEMY

Discussion:

- D. Dowell attended the June 23, 2017 Board meeting and advised the Board that BC Christian Academy will not be having a prep team in 2017-18
- Now BC Christian Academy has a “club” team, that has been created as a separate entity from the school and has added some of the club athletes to the BCSS basketball team rosters
- There are currently no BCSS rules that prevent club athletes from playing on school teams, although Mr. Dowell gave his assurance to the Board in June and again to the Executive Director by phone in November that no students playing on the Club/Prep team would be playing on the BCSS team. This is now not the case.
- This is the same activity as other “club” activities in this sport and others, including soccer, athletics, wrestling, volleyball, aquatics, and a few other BCSS sanctioned sports
- Some members of the NFHS and SSC mandate that a student can only play club or school sport during the same season of play

Actions:

- Executive Director to draft letter to Principal of School regarding issues of BC Christian Academy's

- Board to provided recommended names to Executive Director from Island/North/Okanagan

7. NEXT BOARD MEETINGS

7.1. MARCH 15, 2018

7.2. APRIL 19, 2018

7.3. AGM DATES: MAY 11-12, 2018

8. ADJOURNMENT

The meeting adjourned to the In-Camera portion of the meeting at 2:30 pm

In-Camera Minutes are recorded separately

9. IN CAMERA SESSION

9.1. BOARD SUCCESSION PLANNING

9.2. STAFFING

9.3. BOARD DEVELOPMENT & EVALUATION

9.4. ED PERFORMANCE EVALUATION

10. ADJOURNMENT

The in-camera portion of the meeting concluded at 3:00 pm