

SECTION 3

NEW BRUNSWICK INTERSCHOLASTIC ATHLETIC ASSOCIATION



CONSTITUTION

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Article 1 - Name

This organization shall be known as the New Brunswick Interscholastic Athletic Association and shall be affiliated with School Sport Canada and the National Federation of State High School Associations.

Article 2 - Organization

The Association came into being at the biennial meeting of the New Brunswick Educational Institute at Fredericton, N.B., June 28, 29 and 30, 1926.

The NBIAA is an organization of New Brunswick high schools that operate athletic teams in various activities. The teams consist of high school students who play in New Brunswick schools using facilities and equipment which are often part of the school. The Association is funded through a grant structure provided by the Department of Education and through funds from member-schools. The New Brunswick Interscholastic Athletic Association recognizes that responsibility for all student activities within the schools in the Province of New Brunswick rests with the Minister of Education.

The New Brunswick Interscholastic Athletic Association further recognizes and accepts that decisions and actions flowing from such decisions, respecting the day-to-day activities of the organization remain the aegis of the Association. The NBIAA will work in a consultative and collaborative fashion with the Department of Education to ensure fair and equitable application of the Constitution, By-laws and Operating Regulations of the Association.

Article 3 - Objectives

Section 1.

To foster and develop amateur athletics among the High Schools of the province.

Section 2.

To equalize athletic opportunities by standardizing rules of eligibility for individuals and classifying for competitive purposes the institutions which are members of the Association.

Section 3.

To promote uniformity in the arrangement and control of contests.

Section 4.

To protect the mutual interests of the members of the Association through the cultivation of ideals of clean sport in their relation to the development of character.

Article 4 - Membership

Section 1.

Any High School in the province of New Brunswick whether public or private, may become a member of the New Brunswick Interscholastic Athletic Association providing that:

- a) It agrees to register online by June 1st.
- b) It agrees to comply with the rules and regulations of the Association.
- c) It pays an annual membership fee as shall be determined from time to time by the membership, at an Annual General Meeting.

Section 2.

The fiscal year shall be June 1 to May 31.

Article 5 - Executive Committee

Section 1.

The Executive Committee shall consist of one representative per classification per Conference, one Anglophone and one Francophone designate will act as direct liaisons through the NBIAA to the Department of Education as non-voting members and the Executive Officers. Executive Officers shall include the President, Vice President, Past President and the Executive Director.

Note: Representatives appointed to the Executive Committee must be Principals or regularly employed teachers.

A Conference representative may invite principals or teachers from within his/her conference to attend Executive Committee meetings in a non-voting capacity.

Section 2.

The President and the Vice-President shall be elected at Annual Meetings of the Association. For purposes of continuity, the Executive Director shall be appointed by the Executive Committee rather than elected.

Section 3.

The term of office for the President and Vice-President shall be limited to two (2) successive two-year terms.

Section 4.

Any vacancies which may occur among the Executive Officers from time to time shall be filled through appointment by the Executive Committee.

Section 5.

Meetings of the Executive Committee shall be held at the most convenient place at any time at the call of the President, notice of which shall be sent to each member of the Executive Committee.

Section 6.

Five members of the Executive Committee shall constitute a quorum.

Section 7.

The expenses of Executive Committee members incurred in traveling to and from scheduled meetings shall be borne by the Association.

Section 8.

The signing officers of the Association shall be 2 of the following: President, Executive Director and 2 other designates decided by the Executive Committee.

Section 9.

Position of the Executive Director

- a) shall be an appointed full-time position;
- b) shall not vote at any meetings of the Association;

Article 6 - Duties of the Executive Committee

Section 1.

The EXECUTIVE COMMITTEE shall, subject to the constitution/by-laws or directions given it by a majority vote at any properly constituted General Meeting, have full control of the affairs of the Association. Regular meetings of the Executive Committee shall be held four times a year, with others called by the President (in accordance with Article 5-section 5) as often as the business of the Association requires. The Executive Committee may authorize exceptions (under extreme circumstances) to the association's By-Laws and Operating Regulations and has the authority to rule on any issue not clearly covered in the handbook.

Section 2.

Any member of the committee may resign at any time, upon sending a written notice to the Executive Director. All members shall remain in office until their respective successors are elected or appointed. The Executive Committee, with valid reason(s), may request the resignation of any member at any time prior to the expiry date of that member's term of office.

Section 3.

The Executive Committee or its' designates may meet with individuals or Executive of other Sport/Education agencies when deemed appropriate.

Article 7 - Duties and Privileges of Executive Committee Members

Section 1.

PRESIDENT:

- a) shall be presiding officer of the Association and ex-officer of all committees.
- b) shall be the official spokesperson for the Association.
- c) shall have general supervision of all matters and affairs of the Association.
- d) shall have power to call special meetings of the Association.
- e) shall appoint or assign members of the Executive Committee to positions of responsibility pertaining to the business of the Association.

Section 2.**VICE PRESIDENT:**

The Vice President shall attend General and Executive meetings of the Association and in the absence of the President, have all the powers and duties of the President. At all times the Vice President shall assist with the overall administration of the Association.

Section 3.**PAST PRESIDENT:**

The Past President shall retain office for two (2) years following his/ her term of office as President or until the position is taken by a successor. He / she shall have all rights and privileges of a member of the Executive Committee.

Section 4.**EXECUTIVE DIRECTOR & ASSISTANT EXECUTIVE DIRECTOR:**

- a) shall manage the day to day affairs of the Association.
- b) shall be the custodian of the books, records, correspondence and other property of the Association.
- c) shall attend all General and Executive meetings, and keep accurate records of the proceedings.
- d) shall interact with the media, amateur sports bodies, officials' organizations and other sports-associated agencies.
- e) shall prepare press releases relative to competitions and pertinent matters.
- f) shall prepare the annual activity calendar.
- g) shall control all financial operations; prepare budgets and financial statement, collection of monies, payment of bills, record keeping, banking and arrange for audit.
- h) shall edit and produce the Calendar of Events.
- i) shall interpret and enforce all articles and policies of the NBIAA.
- j) shall organize Executive Committee meetings and distribute the minutes to committee members.
- k) shall organize the Annual General Meeting and distribute AGM minutes to the membership.
- l) shall arrange conference calls or special meetings when required.
- m) shall order and distribute provincial championship awards.
- n) shall oversee all aspects of school membership, team registration, player registration and insurance.
- o) shall maintain liaison with the School Sport Canada and the National Federation of State High School Associations.
- p) shall maintain records of Provincial Champions, records for Swimming and Track & Field, etc.
- q) shall maintain an eligibility check.
- r) shall keep the President informed of controversial matters and regularly report on all activities to the Executive Committee.
- s) shall co-ordinate Special Projects.
- t) shall attend competitions when feasible.
- u) shall be an ex-officio member of all Association committees.

Section 5.**CONFERENCE REPRESENTATIVES:**

- a) shall attend all General and Executive meetings.
- b) shall liaison concerns, to the Executive Committee from their respective Conferences.
- c) shall keep the Conference membership informed of happenings and issues pertaining to regional and provincial matters.
- d) shall attend provincial competitions hosted by their Conference when feasible.
- e) shall ensure that the rules and regulations of the Association are respected and followed by the membership of their Conference.
- f) shall keep the Conference membership abreast of changes of operating procedures.
- g) shall handle issues involving schools they represent within the Conference.

Section 6.**SUPERINTENDENT REPRESENTATIVES:**

- a) shall attend all General and Executive meetings.
- b) shall liaison concerns to the Executive Committee from their respective districts.
- c) shall keep the District Superintendents informed of happenings and issues pertaining to regional and provincial matters.
- d) shall attend provincial competitions hosted by their District when feasible.
- e) shall ensure that the rules and regulations of the Association are respected and followed by the membership of their District.
- f) shall keep the District Superintendents abreast of changes of operating procedures.
- g) shall handle issues involving superintendents they represent.

Article 8 - Executive Committee**Section 1.**

The Executive Committee has jurisdiction over regional and provincial affairs.

Section 2.

The Executive Committee shall be the sole agent responsible for rendering decisions in the specific areas of: Operating Regulations (Activities and Playoff Systems). Coaches' Associations, Conferences and individual schools may petition the Executive Committee to request amendments or revisions to established procedures.

Article 9 - Conference Structure

Each Conference shall have identical Executive structures, elected every two years- President, Vice-President and Secretary-Treasurer. The Past President rounds out the slate of table officers. Also, a Discipline Committee and an Appeals Committee shall be in place.

Duties of the Conference President:

- a) Shall be appointed for a two year term.
- b) Shall be the presiding officer of the Conference Meetings.
- c) Shall have general supervision of all matters and affairs of the Conference.
- d) Shall oversee the conference financial affairs.
- e) Shall be the official spokesperson for the conference.
- f) Shall call at least three general meetings of the conference members (Fall, Winter, Spring).
- g) Shall communicate with the president of the adjacent regional conference pertaining to regional playoffs sites and tournament managers.
- h) Shall communicate regional sites and tournament managers' names to the NBIAA office.
- i) Shall appoint sport chairs to administer scheduling and standings of conference leagues and tournaments.
- j) Shall establish a conference disciplinary and appeals committee.
- k) Shall enforce all articles and policies of the NBIAA.
- l) Shall keep the NBIAA Executive Director informed of controversial matters and regularly report on all activities to the NBIAA Executive Director.

Article 10 - Coaches Associations**Section 1.**

Coaches' Associations are advisory groups only.

Section 2.

Coaches' Associations are to follow the same guide lines, as established by the provincial body, for their Annual General Meeting re: notices-of-motion and quorums (i.e. notices-of-motion are required for passage of significant legislation effecting the constitutions and by-laws; quorum consists of 30% of the membership).

Article 11 - Rules of Order

The rules contained in Robert's Rules of Order shall govern the proceedings at general meetings and associate affairs, unless the rules contradict the Constitution and By-laws of this association.

Article 12 - Annual General Meeting**Section 1.**

The AGM shall be held during the month of June in each school year.

Section 2.

The AGM shall be held on one (1) day, commencing at 9:30 AM.

Article 13 - Voting**Section 1.**

At any annual or general meeting of the Association voting shall be conducted by schools. Each member school in good standing (annual dues paid) shall be entitled to one (1) vote.

Section 2.

The voting and speaking privileges of a member school at any annual or general meeting of the Association shall be exercised by the principal or designated teacher from the staff.

Section 3.

With the exception of the Executive Director, each table officer shall have full voting privileges at all NBIAA Annual or General meetings.

Article 14 – Amendments

This Constitution and By-Laws may be amended at any Annual General Meeting of the Association by either of the two (2) following methods (see Sections 1 & 2):

Section 1.

Notices-of-motion submitted in writing to the Executive Director not less than thirty (30) days in advance of the meeting at which they are to be introduced; may be adopted by a majority of those present* and entitled to vote.

* 'present' be defined as those present and registered at the beginning of the meeting.

Section 2.

A seventy-five (75) per cent majority vote on a motion introduced and duly seconded from the floor at the appropriate time within the framework of the agenda.

Section 3.

At any annual meeting no motion may be voted upon unless a quorum of voting delegates is in attendance. For purposes of this Section, a quorum shall be 30% of eligible voters.

Section 4.

Motions from the floor (as distinct from Notices-of-Motion) involving changes to the Constitution and By-Laws, shall not take effect until one Calendar year has elapsed following the motion.

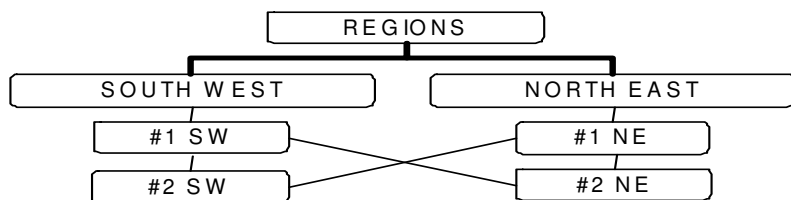
Article 15 - Conference / Regional Format**Section 1.**

A two (2) region provincial format shall be used to determine teams for advancement to provincial play requiring pre-qualification. The regional alignment shall consist of the following conference combinations: South/West and North/East. (Unless otherwise determined by the Executive committee.)

A team may apply before the sport registration deadline to interlock with a conference (North, East, South, West) based on safety and travel, when they find themselves the only A, AA or AAA team in their own conference. If the conference move is approved, that school will become a team within the approved conference for one sport season.

REGIONAL STRUCTURE

To determine the participation at the Provincial Championships

**SEMI-FINALS - CROSSOVER****NBIAA FINALS**

(The two winners)

The above chart is for all sports that have 2 teams advancing per Region.

NBIAA PROVINCIAL FORMAT

Provincial Conference Structure

