



Horizon Central Athletic Association (HCAA)

CONSTITUTION

Last Update: May 5, 2021

Members (Boards) of the District:

Division Scolaire Francophone #310

Fishing Lake First Nation

Horizon School Division #205

Kawacatoose First Nation

Muskowekwan First Nation

One Arrow First Nation

St. Paul's Roman Catholic Separate School Division #20

Yellow Quill First Nation

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Article I: Name

The name of the district is the **Horizon Central Athletic Association**. It shall also be referred to as **Horizon Central** and/or the **HCAA**.

Article II: Purpose

The purpose of the HCAA is to plan, supervise, and administer inter-school athletic activities in the Horizon Central District of Saskatchewan, including play-offs, where necessary, leading to District and Provincial level championships.

Article III: Guiding Principles

1. The aims and objectives shall be in harmony with the goals of education as set out by Saskatchewan Education.
2. Participation in activities is to be encouraged as these activities are an integral part of the total education process.
3. All students shall have the opportunity to realize the physical, social, and emotional values to be derived from inter-school competition.
4. The HCAA is opposed to the use of alcohol, tobacco, and other drugs by players, coaches, officials, supervisors, and others connected with athletic competition.

Article IV: Objectives

1. To encourage the integration of sport activity with other portions of the school program.
2. To encourage the development of citizenship, good sportsmanship and athletic skills.
3. To encourage schools to provide a variety of sports activity programs for their students
4. To encourage schools to adopt a varied athletic program for their students by restricting play in a school sport to the recognized season for that sport.
5. To encourage participation by students in a wide variety of inter-school athletics.
6. To encourage, plan, supervise, and administer inter-school and district competitions.
7. To encourage wide participation by students and discourage all-star competitions.

Article V: Definitions

Association – the Saskatchewan High Schools Athletic Association (SHSAA)

Boards/Bands – boards of education or conseils scolaire established pursuant to *The Education Act, 1995* and First Nations Band-operated schools' school boards operating schools within the HCAA boundaries.

Independent School – a school registered as an independent school with Saskatchewan Learning.

School – a school within the HCAA conducting classes in any or all of grades 5 through 12

High school – a school within the HCAA conducting classes in any or all of grades 9 to 12

Member – A board/band as outlined in the Membership section (Article VI) of this constitution.

Trustee – an elected member of a board of education, conseil scolaire, First Nations school board, or Independent school board

- High School Representative** – a person designated by a high school principal (and approved by the Member) for the purpose of voting on the delegates to the SHSAA AGM
- HCAA General Council** – Approved high school representatives and school representatives (Article X), and others as stated in Bylaw VII
- HCAA Executive** – Consists of the HCAA President, Secretary, Treasurer, Officials’ Commissioner, and the four Quadrant Representatives

Article VI: Membership

1. **Participating Members** – the membership of the HCAA shall be open to the following:
 - a) Boards of education and conseil scolaire operating a high school or school on land within the geographical boundaries of the HCAA
 - b) any First Nations Band operating a high school or school or on whose land a high school or school is operated within the geographical boundaries of the HCAA
 - c) any independent school registered with Saskatchewan Learning and which is a body corporate or association and which operates a high school or school within the geographical boundaries of the HCAA

(Note: as of September, 2020, there were two boards of education, one conseil scolaire, five First Nation band-operated schools, and zero independent school boards operating schools within the HCAA)

2. **Associate Members** – Associate members as outlined in the Association (SHSAA) bylaws may send non-voting delegates to general, special general, and/or executive meetings of the HCAA.

Article VII: Membership Dues

1. Each Member shall pay dues to the HCAA as set by the HCAA (Bylaw IV section 2).
2. The HCAA shall apply sanctions to any Member which fails to submit the assessed dues to the HCAA prior to the date specified in the Bylaw IV section 2.

Article VIII: Organization

1. The HCAA boundaries shall be as determined by the bylaws of the Association (SHSAA).
2. The HCAA Quadrant Representatives shall represent the schools within the boundaries of the quadrants as defined in Article XI.
3. For the purposes of advancement to HCAA District Championships, Pre-District boundaries will be drawn as needed, with the method as outlined by the HCAA Bylaws and sport-specific Policies.

Article IX: Voting Delegates to SHSAA AGM

All Members within the HCAA shall form a subdivision of the Association (SHSAA) and shall vote at Members’ meetings of the Association through Voting Delegates to be selected in the following manner:

- a) The principal of each high school in the HCAA shall designate/approve a representative for that high school on behalf of their board/band. The person so named shall represent the Member as a High School Representative.
- b) The High School Representatives of the HCAA shall attend the HCAA Annual Spring Meeting and at that meeting shall elect the HCAA's seven Voting Delegates to the Association (SHSAA) Annual General Meeting.
- c) The seven Voting Delegates shall be made up of the following persons:
 - i) one school administrator
 - ii) one Trustee
 - iii) one LEADS member
 - iv) one person who has been elected as the District Officials' Commissioner pursuant to the HCAA Bylaws or who is a District Referee-in-Chief
 - v) three Voting Delegates-at-Large consisting of two persons of one gender and one person of the opposite gender. **NOTE:** The incoming HCAA President shall be assigned as one of the seven voting delegates positions, should they be able to attend the SHSAA AGM. Should they be assigned as one of the three delegates-at-large, clause c) v) above still applies,
- e) The seven Voting Delegates do not have to be High School Representatives.
- f) Each Voting Delegate of the District must hold a valid Saskatchewan Teaching Certificate and must be employed by a Member in Saskatchewan at the time of the annual meeting of the Association, except for the delegate appointed as a Trustee (who must be a sitting member as a current elected representative of a Member at the time of the annual meeting of the Association). The LEADS representative must hold a valid membership in LEADS.

Article X: HCAA General Council

1. a) The HCAA General Council shall be made up of all the High School Representatives in the District. As well, HCAA schools whose enrolments do not include high school (grade 9-12) students may have a representative appointed to the HCAA General Council in a manner identical to that used to appoint the High School Representatives. These other school representatives shall have the same voting rights as the High School Representatives except in the case of voting for the Voting Delegates to the SHSAA AGM.
- b) The HCAA may provide in its Bylaws that other persons such as trustees, coaches, officials, or others may be voting members of the HCAA General Council provided:
 - i) appointment of such persons must be approved by the Member operating the high school or school the person(s) are representing and
 - ii) such persons shall not vote to elect the Voting Delegates to the Association AGM
2. The HCAA General Council may develop and amend a constitution, and may pass bylaws, develop policy, elect officers, hold meetings, collect District membership fees, collect such other fees as are provided for in the Bylaws, and spend such monies as are consistent with the HCAA Bylaws and Policy.
3. Amendments to the HCAA Constitution or Bylaws which are passed by HCAA General Council must be must be forwarded to the Association for approval by the Executive Council of the Association at its next meeting before the amendment(s) take effect.

Article XI: District Executive

1. The **HCAA Executive** shall consist of eight positions: President, Treasurer (or Vice-President as per 4. b below), Secretary, Officials' Representative, and four Quadrant Representatives, all of whom must be employed by a Member from the HCAA.
2. Elections for the eight HCAA Executive Council positions shall occur at the HCAA General Spring Meeting.
 - all High School Representatives and other voting members shall be eligible to vote for the executive positions of President, Treasurer, Secretary, and Officials' Representative.
 - only the High School Representatives and other voting members representing schools within a certain quadrant shall be eligible to vote for the candidate running to be that quadrant's representative
 - for the purposes of quadrant representation, HCAA schools shall be considered to be in the following quadrants (starting in 2022-2023):

NW			NE		
Bellevue	K-12	CEF	Annaheim	K-12	HSD
Bruno	K-12	HSD	Archerwill	K-9	HSD
Cudworth	K-12	HSD	Engelfeld	K-12	HSD
Humboldt Collegiate	9-12	HSD	Kelvington Elem	K-5	HSD
Humboldt Public	K-8	HSD	Kelvington High	6-12	HSD
Humboldt St. Augustine	K-8	GSCS	Lakeside Hutterian	(Hutt)	HSD
Humboldt St. Dominic	K-8	GSCS	Quill Lake	K-12	HSD
Lake Lenore	K-12	HSD	Rose Valley	K-12	HSD
Middle Lake	K-12	HSD	St. Brieux	K-12	HSD
Muenster	K-12	HSD	Watson	K-12	HSD
One Arrow	K-12	Band	Yellow Quill	K-12	Band
Wakaw	K-12	HSD			
SW			SE		
Bulyea	K-6	HSD	Fishing Lake	K-12	Band
Drake	K-8	HSD	Foam Lake Comp	7-12	HSD
Holdfast	K-12	HSD	Foam Lake Elem	K-6	HSD
Imperial	K-12	HSD	George Gordon	K-8	HSD
Lanigan Elem	K-8	HSD	Ituna	K-12	HSD
Lanigan High	9-12	HSD	Kawacatoose	K-12	Band
LeRoy	K-12	HSD	Muskowekwan	K-8	Band
Nokomis	K-8	HSD	New Horizon Hutterian	(Hutt)	HSD
Sask Central Hutterian	(Hutt)	HSD	Punnichy Elem	K-8	HSD
Strasbourg	K-12	HSD	Punnichy High	9-12	HSD
Viscount	K-12	HSD	Raymore	K-12	HSD
Watrous Elem	K-7	HSD	Wadena Comp	7-12	HSD
Watrous High	8-12	HSD	Wadena Elem	K-6	HSD
			Wynyard Comp	7-12	HSD
			Wynyard Elem	K-6	HSD

3. A person elected to an HCAA Executive position assumes their duties on June 30 (end of the current school year).
4. Election years and lengths of terms:
 - a) President – Elected in odd years (2021, 2023 etc.) to a two year term
 - b) Treasurer (or Vice President¹) – Elected in odd years to a two year term
 - c) Secretary – Elected in even years (2022, 2024, etc.) to a two year term
 - d) Officials’ Representative – Elected in even years to a two year term
 - e) Quadrant Representatives – Elected annually to one year terms

¹The HCAA Executive shall have the power to assign the duties of the Treasurer to the Horizon SD Administrator of Student Activities (ASA) and the power to repeal said assignment. When such assignment is made, the Executive position of Treasurer shall still be elected and held by an individual other than the ASA, but shall be renamed as “Vice-President” for any duration in which the ASA carries out the duties of the Treasurer.
5. The HCAA Executive may appoint a replacement to fill any vacancies which occur. Such appointments shall be valid only until the next HCAA General Spring Meeting.
6. The HCAA Executive may require the resignation of any representative or official of the HCAA who is negligent in the performance of that person’s duties for the HCAA, and appoint a replacement following the guidelines in the previous point.

Article XII: Annual General Meeting

1. The HCAA General Council Annual General Meeting (the “Spring Meeting”) shall be held each school year a minimum of two days prior to the second Wednesday of May. Start time and location will be determined by the District President.
2. Written notice of the Annual General Meeting shall be given to all Members, and to each high school and school in the HCAA, at least one week prior to the date set for the meeting.

Article XIII: Special General Meetings

1. Other general meetings of the HCAA General Council will be held in accordance with Bylaw VI.
2. A Special General Meeting of the HCAA General Council may be called by the President, if and when the President considers it necessary, upon giving two weeks written notice to all Members and to all high schools and schools.

Article XIV: Voting at General Meetings

1. Voting at any HCAA General Council meeting shall be by the High School Representatives and by other approved voting members (as per Bylaw VII)
2. Motions shall pass if more votes are cast in favour of the motion than those cast against the motion. Abstentions shall not be counted on either side. In the case of a tie, the President shall cast the deciding vote.
3. In the case of amendments to the Bylaws and/or Constitution, the amending motion must pass with the required percentages of the voting representatives present (Article XVII and Article XVIII). Abstentions shall not be counted on either side.

Article XV: Meetings of the District Executive

1. The HCAA Executive Council shall meet each year in late November/early December. This meeting shall be referred to as the HCAA Executive Council Winter Meeting
2. A Special Meeting of the HCAA Executive Council may be held at the call of the President. For expediency and cost reduction, the Executive Council may conference by phone.
3. The President shall call a Special Meeting of the HCAA Executive Council when requested to do so in writing by at least half of the HCAA Executive Council or by at least two of the Members.

Article XVI: Discipline of Members

The HCAA, through the HCAA Executive Council or an HCAA General Council Meeting, shall have the right to impose disciplinary sanctions on Members or Members' schools in the event that a Member or a Member's school(s) breach(es) the Constitution, Bylaws, or Policies of the HCAA.

Appeals of the discipline of Member(s) and/or their schools shall be directed to the Association Executive Council.

Article XVII: Bylaws

1. Proposed bylaws and amendments to the bylaws shall be brought to a HCAA General Council Meeting and must be proposed and/or supported by the HCAA Executive Council or a Member of the HCAA and shall be voted on by approved voting delegates.
2. Proposed bylaws and amendments to bylaws must pass by a 2/3 majority and are subject to Article XIV section 3.
3. If passed, proposed bylaws and amendments to bylaws shall be forwarded to the Association for approval by the Association Executive Council.
4. The bylaw changes will become effective when approved by the Association Executive Council or on the effective date in the bylaw, whichever is later.
5. The HCAA Executive Council may pass one or more temporary bylaws or amendments to the bylaws. The temporary bylaw(s) or amendment(s) must be brought to the next HCAA General Council Meeting for discussion and a vote.

Article XVIII: Amendments to the Constitution

1. Proposed constitutional amendments shall be voted on at the HCAA General Council Annual General Meeting and require a 75% majority (subject to Article XIV section 3) vote by the high school representatives and approved voting delegates. If passed, the amendment(s) shall be forwarded to the Association for approval by the Association Executive Council. If approved by the Association Executive Council the changes shall become effective when approved by the Association Executive Council or on the date specified in the changes, whichever is later.
2. Proposed amendments to the Constitution shall be brought to the HCAA General Council Annual General Meeting only if the amendment has been proposed and/or supported by:
 - a) the HCAA Executive Council, **or**
 - b) at least two Members of the HCAA.