

General Information

Saturday, May 27th, 11:00am

Location: Warman Legends Center, 701 Centennial Blvd, Warman, SK

Member registration will start at 10:30am with the meeting starting promptly at 11:00am.

The purpose of this meeting is to discuss the previous year, vote on the 2017-2018 Executive, and vote on any constitution/bylaw/policy revision requests for the 2017-2018 season. During the meeting, if you wish to speak to current topic, please raise your hand. The President will coordinate the speakers and will indicate when you may have the floor to speak.

Voting Information

1. Upon registration each team/member/club will be told how many votes their membership entitles them to.
2. If your team has multiple votes you must have a separate individual representing each vote at the meeting.
3. All voters must be active, regular members of the current SCA with membership fees paid prior to the day of the meeting or current Executive members.
4. Vote by mail or by proxy shall not be allowed – members must be present to vote.
5. Constitution/Bylaw/policy revisions and motions can only be passed by a vote of approval of at least 50% of regular members present and at least 50% of the Executive members present.
6. The Executive has the right to revoke or revise rules at any time during the year with a majority vote. Changes will be forwarded to all SCA members immediately via email and through the SCA website.

AGENDA

1. Call Meeting to Order @ 11:07 am by Jennifer Ritchie.

2. Attendance

- 1) Executive Members: Jennifer Ritchie, Ashley Herchak, Ashley Markwart, Sienna Borland (GA All-Stars), Leslie Stevenson, Kyla Moffatt (Airborne Cheer), Mitch Toupin (Rider Cheer Team), Jennifer Ingham (Yorkton Gridders and YRHS Cheer), Alissa Stewart
- 2) Members:

Jaycie Schoffer	SCA Judge
Carley Weisbeck	Greenall
Melissa Marlzof	CIA
Katie Marlzoff	CIA
Ashley Blair	CIA
Craig Schumacher	PFC
Megan Ernst	PFC
Carolyn Parr-Hilestad	Bedford Road
Melinda Zimmerman	Retro Red
Kenneth Howlet	Centennial
Sandra Horne	PACE
Colleen Yuzwa	WUC
Brooke Mozdzen	WUC
Becky Mozdzen	WUC
Mackenzie burns	Warman High School
Quinne Cadman	Warman Middle School
Krista Bula	Venture Heights
Denise Norris	Hilltops
Cheryl Lenz-Fabian	Bethlehem Stars
Christy Nichols	Charlebois
Mykeala Mennie	Sask Rush Dance Team
Rebecca Johnson	University of Saskatchewan
Tarryn Murray-Underwood	Weyburn Cheerleading
Mary Kolach	Eclipse Dance
Michaela LeedahI	Bedford Road
Gabby Cousyn	Bedford Road

3. Acceptance of the Agenda

Motion: Sienna Borland *Seconded By:* Carley Weisbeck Passed Denied

4. Acceptance of 2016-2017 Spring Membership Meetings Minutes (Available on the website):

Motion: Craig Schumacher *Seconded By:* Leslie Stevenson Passed Denied

5. Financial Report – Complete Year End Report to follow at the Fall AGM.

Attached to the minutes are the financial reports up to the end of April.
Membership can see the monthly financials at any time if they email Alissa.

6. President's Report

Jennifer Ritchie provided the president's report.

Summary: It is our 11th Season, and we continue to move forward.

Thank you's for those attending the conference.

Thank you's to athletes, coaches, judges, and executive.

Summary of the Fall Coaches Conference, including the coaching certification on site.

Online membership registration, and online SPCC registration.

Online exam system was launched.

The athlete clinic program had the highest number of applications to date. Pom and Dance clinics started this year as well.

Through our excellence funding we are offering a tumbling camp taking place this weekend in both Regina and Saskatoon.

Our coaching program continues to expand, 30 coaches were certified this year.

Ashley Herchak went to a Varsity conference in Texas in order to gain some professional development as the Judging Director.

Alissa Stewart, Carley Weisbeck, and Ashley Herchak attended the ACA Conference as professional development. Judges certification launched online this year.

A judging spreadsheet was created and has proved to be very beneficial.

7 Sanctioned competitions were held in our province this year, all of which were very successful.

Jennifer spoke to the sportsmanship of our province and the pride we have in our athletes.

SPCC was a successful event this year. 1500 athletes, 100 teams, and 3000 spectators came to Weyburn.

Our Major Sponsors for SPCC were: Total Spirit, Hillberg and Burk, Sasktel, and Charmaine Wintermute.

SPCC 2018 is coming up quickly and we are looking for hosts. Jennifer spoke of what would be required to take this on.

Jennifer spoke to the teams attending worlds and their leadership and success.

At the end she thanked our attendees today.

7. Rule Revision Submissions

1) *Submitted by:* Shanda Leftley, U of S Cheerleading Teams

Seconded by: Jennifer Ritchie, Eclipse Dance

New Bylaw: Article I: Membership and Dues

Motion A: Proposed new bylaw under Article I: Membership and Dues

Business Membership is open to any business (sole proprietor, partnership or corporation) who will abide by the objectives and rules. Business members will obtain all the rights of a regular membership, except the right to vote. In addition, business members will obtain the right to apply for SCA event sanctioning.

Motion B: Proposed amendment:

9. Regular and individual membership fees will be \$15 per athlete per season (running the same as our fiscal year) regardless of the number of teams an athlete is on. Business membership fees will be \$50 per business.

Rationale: In order to ensure all sanctioned event are regulated and insured, it is important for the SCA to maintain records of businesses that run said events. Sanctioning events allows these events to have liability insurance.

Discussion:

Leslie asked if the club was already ensured, would she have to purchase twice. Alissa responded that she has the choice to, but would not have to.

Jen Ritchie clarified that it gives those who are not insured the option to purchase insurance.

A: Passed Denied

B: Passed Denied

- 2) *Submitted by:* Shanda Leftley, U of S
Seconded by: Jennifer Ritchie, Eclipse Dance
New Bylaw = Article II – Executive

Motion: Directors may not serve more than four (4) consecutive terms beginning with the adoption of this By-laws, May 2017.

Rationale: This bylaw is common place for most board of directors and found in most non-profit bylaws.

Discussion:

Jen Ingham asked for clarification whether this meant in a single position, or on the board in general. Jenn Ritchie clarified that it is any position on the board.

Ken Howlett questioned what would happen in the event that a position cannot be filled. Jenn Ritchie responded that we will deal with that issue if and when it arises, and that we have lots of members who want to be on the board, so we hope that we can fill positions every year.

Passed Denied

- 3) *Submitted by:* Shanda Leftley, U of S
Seconded by: Taylor Dain, PFC
New Bylaw = Article ? : Committees

Motion: Addition of a new bylaw Article regarding committees and terms of service

ARTICLE: COMMITTEES

- 1) The Board may appoint such Committees as it deems necessary for managing the affairs of the SCA and may appoint members of Committees or provide for the election of members of Committees, may prescribe the duties of Committees, and may delegate to any Committee any of its powers, duties, and functions except where prohibited by these Bylaws. Committees shall at all times remain subject to the control and supervision of the Board and the Membership.
- 2) A quorum for any Committee will be a majority of its voting members.
- 3) Terms of Reference –In no event shall any committee have or exercise the authority of the Board or Members. The Board will establish the terms of reference and operating procedures for all Committees.
- 4) All committees shall provide a committee report to the board at each regular executive meeting
- 5) When a vacancy occurs on any Committee, the Board may appoint a qualified individual to fill the vacancy for the remainder of the Committee’s term.

- 6) The SCA Board with a majority vote may remove any member of any Committee.
- 7) No Committee will have the authority to incur debts in the name of the Corporation.

Rationale: The SCA would like to call on the expertise of its members by creating committees for various programs and tasks throughout the year. Therefore, it is important to add committee guidelines and terms of reference into our bylaws.

Discussion:

Cheryl Lenz-Fabian commented that it is a very common practice on boards.

Passed Denied

- 4) *Submitted by:* Shanda Leflley, U of S
Seconded by: Taylor Dain, PFC
Bylaw Revision – Article XI - Sanctioned Events 1

Motion: Split Article XI - Sanctioned Events #1 into four separate bylaws as follows:

1. A “Sanctioned Event” includes all games, competitions or sport demonstrations run by the SCA or by a member club authorized by the SCA, including related training at the event site and at club premises. Social activities and fund raising activities including those involving liquor are also covered providing it is sanctioned by the SCA.
2. All SCA and member games, demonstrations and related training (practices, clinics, etc.) at the event sites and at club/school premises are considered sanctioned as long as they abide by all SCA bylaws and policies. Social activities and fund raising activities may be sanctioned upon special request from the SCA.
3. All SCA run competitions are considered sanctioned events.
4. All other competitions hosted by members must apply for SCA sanctioning by filling out the “SCA Competition Sanctioning Form”. Events shall be sanctioned by an SCA board approved authorized Executive.

Rationale: Creates more clarity for all members and allows the SCA to formally approve of all competitions sanctioned with-in Saskatchewan.

Discussion:

Cheryl Lenz-Fabian asked if school groups needed to purchase SCA membership in order to attend and participate in events such as Saskatoon Cities. Executive members responded no, it would be up to their discretion.

Passed Denied

- 5) *Submitted by:* Kyla Moffatt, Weyburn
Seconded by: Shanda Leftley, U of S
Bylaw Revisions and New bylaws: Article XII – Sanctioned Competition Safety

Motion A:

2. **NEW** - Ceiling height in the warm-up area and in the competition area must allow ample space above the height of the highest skill performed (recommended minimum 20’ ceiling height).

Motion B:

3. **CHANGED** - The warm-up area must include properly adhered, carpeted gymnastic flooring for stunting/tumbling. **This floor must be at least 42’ long and wide and should match the length and width of the competition surface.** The mat strips must be securely taped together (and to the floor if necessary).

Motion C:

4. CHANGED - The competition floor will be at least 42' long and wide and must be fully covered with carpeted gymnastics flooring. The mat strips must be securely taped together (and to the floor if necessary). The competition floor will have a minimum clearance of 4' on the supporting surface before any obstruction. NOTE: If an event producer has a decline border surrounding their competition surface, the length of the decline may be included in the mandated 4' clearance area.

Motion D:

5. NEW - If the competition floor is on a built stage, the stage must have a minimum 4' of additional supporting surface beyond the 54'X42' performance floor. NOTE: If an event producer has a decline border surrounding their performance surface, the length of the decline may be included in the mandated 4' clearance area.

Motion E:

6. NEW - Competition host must be able to provide a method of cleaning warm-up and performance mats of bodily fluids.

Rationale:

Additional regulations around ceiling height, flooring space, and competition surface allows for our athletes to compete in safer surroundings. The SCA recommends all competitions have a performing surface, and warm-up surface of 54'X42', as this follows the standard in the cheerleading and dance industry sport-wide. The allowance of a 42'X42' surface is specifically for smaller events and show cases which may use 7 mats instead of 9.

Discussion:

Leslie Stevenson suggested that we should be following these rules anyway. Alissa clarified that we do not need to follow USASF sanctioned competition recommendations, just their rules. Prairie Fire commented that they are expectations, and we should have these standards which are clear for the safety of our athletes. There were some concerns voiced from smaller competitions that they would no longer be able to exist.

A: Passed Denied
 B: Passed Denied
 C: Passed Denied
 D: Passed Denied
 E: Passed Denied

- 6) *Submitted by:* Ashley Markwart, WUC
Seconded by: Amber McMurphy, WUC
Policy Revision: Coaches Certification Policy –

Motion: It is mandatory that all high level (level 3+) cheer coaches complete the following NCCP modules 1) Making Ethical Decisions (MED); 2) Planning a Practice; and 3) Nutrition by December 2019.

Rationale:

The National Coaching Certification Program (NCCP) has been identified as a world leader in coach education. It is currently the largest adult continuing education program in Canada. The NCCP gives coaches the confidence to succeed and is designed & delivered in partnership with the government of Canada, provincial/territorial governments, and national/provincial/territorial sport organizations.

As our sport continues to grow it is important that our high level Saskatchewan coaches maintain a certain level of expertise. With NCCP as a nationally recognized certification program it is of great value to enforce this type of training on our high level coaches, who are training elite athletes.

The module is designed to teach coaches the fundamentals of:

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- Making ethical decisions - analyze a challenging situation and determine if it has moral, legal or ethical implications; and apply the NCCP Ethical Decision-Making Model to properly respond to each situation in a way that is consistent with the NCCP Code of Ethics.
- Nutrition: determine if foods and beverages consumed by your athletes before, during and after training are adequate; offer suggestions for more suitable food and beverage alternatives when necessary; and gain a better understanding of the best way to promote healthy food choices that are consistent with basic sport nutrition principles to both athletes and their parents.
- Planning a Practice: organize a well-structured practice plan with safe, age-appropriate activities you've designed to match the proficiency level of participants; identify potential risk factors that could impact the sport and practice activities; create an emergency action plan; and identify practice goals and design activities that offer the best training benefits for the athletic skills required in your sport.

It is recommended by Sask. Sport and the Sask. Association of Coaches that ALL coaches complete these modules. It is therefore my recommendation to make these modules mandatory for all of our high level cheerleading coaches. In addition, as our National Body, Cheer Canada, grows, it is likely that NCCP will become a requirement in the future.

Discussion:

Executive Members suggested that this is coming from Cheer Canada and thus we will be ahead of the game when this happens. Members of the SCA indicated that the more knowledge we can have, the safer the sport is for our athletes. Jennifer Ingham indicated that two of these courses (Planning a Practice and

Passed Denied

8. Acceptance of Updated SCA Documents Sent to Membership for review April 29th, 2016

- 1) SCA Judging Manual and Policies 2017-2018
Motion : Mary Kolach Seconded by: Leslie Stevenson Passed Denied
- 2) SCA Coaches Certification Policy 2017-2018 (With appropriate amendments from above)
Motion : Melissa Marlzof Seconded by: Ashley Markwart Passed Denied
- 3) SCA Sanction Competition Policy 2017-2018 (With appropriate amendments from motions above)
Motion : Mary Kolach Seconded by: Ashley Herchak Passed Denied
- 4) SCA Constitution and Bylaws 2016-2017 (With appropriate amendments from motions above)
Motion: Sandra Horne Seconded by: Leslie Stevenson Passed Denied

9. Acceptance of the 2017-2018 Executive Board Positions:

Motion: Craig Schumacher **Seconded** Denise Norris by: Passed Denied

- 1) President
- 2) Athlete Development Director
- 3) Coaching Development Director
- 4) Judging Development Director
- 5) Dance Director
- 6) Secretary/Treasurer
- 7) Members at Large (4)

10. Nominee Introductions

11. 2016-2017 Executive Election

- 1) Athlete Development Director: **Kyla Moffatt**
Nominations from the floor: None.
- 2) Dance Director: **Carley Weisbeck**
Dance Director: Jaycie Schoffer
Nominations from the floor: None
- 3) Secretary/Treasurer: **Jennifer Ingham**

Nominations from the floor: None

Vote by ballot for 2017-2018 SCA Directors

Pause for Tally

- 4) Members at Large As Listed:
- Miranda McMurphy
 - Shanda Leftley
 - Jennifer Ingham (removed as elected above)
 - Kyla Moffatt (removed as elected above)
 - Jaycie Schoffer
 - Carley Weisbeck (removed as elected above)
 - Nominations from the floor: Colleen Yuzwa, Melissa Marzof

Vote by ballot for 2017-2018 Members at Large

Elected members: Shanda Leftley, Jaycie Schoffer, Melissa Marzof

12. New Business

- 1) **Cheer Canada Update**
Alissa spoke to this. Explained about the special meeting to approve the bylaws. If approved, then hoping to become a sport with sport Canada, with the intent to become an Olympic sport in 2024.
- 2) **SPCC 2018 Host**
Happening at TCU Place, and we're looking for someone to take this on, or take it on as a partnership. Concerns about the venue. Jenn spoke to the concerns.
- 3) **Fall Coaches' Conference and AGM**
September 23/24, 2017 @ Saskatoon
- 4) **Special Announcement**
We will be moving our part-time ED position to full time.
- 5) **Announce the new 2017-2018 Executive**

13. Adjournment @ 12:43 pm by Jennifer Ritchie