

SUTHERLAND
SECONDARY
SCHOOL
2023-24



COACH/SPONSOR
WINTER SEASON MEETING



LAND ACKNOWLEDGEMENT



We thank the Coast Salish People particularly the Skwxwú7mesh nation and Tseil-Waututh Nation, upon whose unceded traditional territory the North Vancouver School District resides. We value the opportunity to learn, share and grow on this traditional territory.





Athletic Director
Salemah Shidian & Chris Madill

- Email: sshidian@sd44.ca
- christophermadill@sd44.ca
- PHE teachers
- 2nd year at Sutherland
- Soccer/basketball coaching background



CRC/Volunteer Forms

- All coaches, volunteers, team helpers MUST complete a CRC and volunteer forms (anyone interacting with students who are not NVSD staff)
- CRC – Contact Keri Fairfield at the Board office for instructions or questions on this kfairfield@sd44.ca
- CRC s are returned to the district office (on Lonsdale)
 - Good for FIVE years



Volunteer Forms



•Volunteer forms – Can be emailed to you. If you need them, please touch base with Chris & Salemah.

Include:

- Volunteer Application Form
- Coaches Code of Conduct → If it wouldn't fly in a classroom, it doesn't on a team
- Volunteer Driver Application Form (anyone driving a student who is not their own)
- Volunteer Driver's Abstract
- Forms can be emailed to Lydia Huzar in the Sutherland office (lhuzar@sd44.ca) CC Salemah and Chris.





Concussion Training

- All coaches need to complete a short Concussion Awareness Course <https://cattonline.com/>
- Online, takes about 30-45 minutes
- BCSS is checking to see Coaches have completed this
- URL to be sent in email Coach Welcome
- Please email Chris/Salemah your certificate when you complete the course
- Lasts for TWO years



Player Forms



- Each player must complete **THREE** forms PRIOR to playing any games

1. Informed Consent and Awareness of Risk

2. Medical Forms

3. Athlete Code of Conduct (found in the athletics handbook, appendix F)

- Students are to complete these forms while registering on esportsdesk

- Coaches will have access to players medical information for games and practices and will take first aid kit as well

Team Rosters

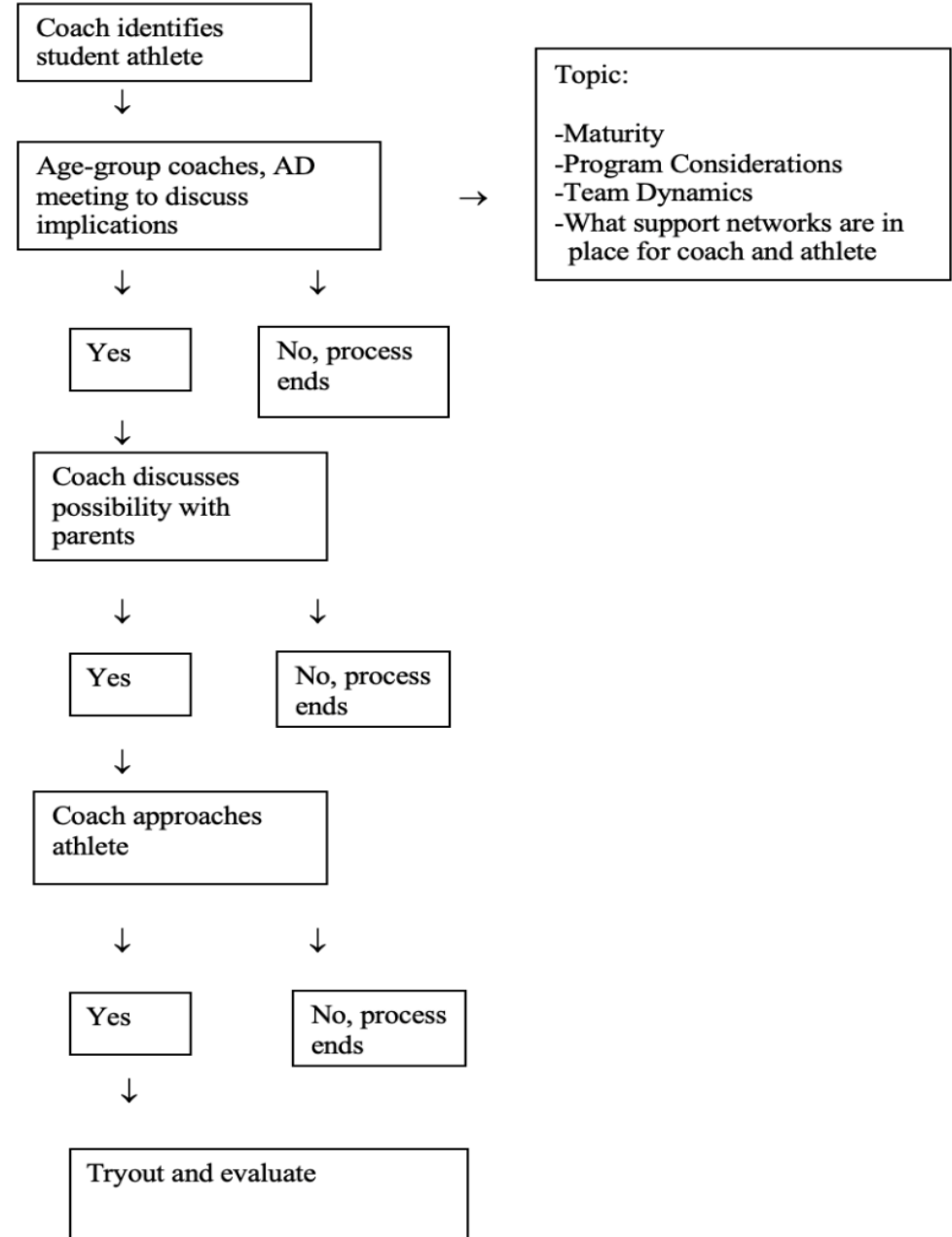


- Once you have selected your team, email ADs a copy of the roster ASAP as rosters need to be submitted on STARS. **Have all students double-check spelling of their name.**
- Include name/email for ALL COACHES – required in STARS this year**
- If you have any international or transfer students**, be sure to forward ADs their names so they can begin registering them with BCSS. Please find out where they transferred from, their birth date, and year of entry into grade 8 and mark it on your roster.
- Failure to add players to STARS results in team/school fines or loss of eligibility
- International students need to be here for a full semester to be eligible

ATHLETES PLAYING UP



Athlete Playing Up






Player Fees

- Each team will have a different “player fee” associated with it
- Covers tournaments, officiating, scorekeepers, travel expenses, TOC fees, etc.
- Sponsors will work with coaches to create their team budget for the season and then submit that budget to ADs
- Please try to keep your player fees reasonable
- Players **CANNOT** play until their fee has been paid (ADs will be checking this, as will sponsors)
- If a player is unable to pay due to financial or extenuating circumstances, please touch base with AD about a solution

Financials

- Any Team purchases must be included in budget and transparent for families
- Any purchases made by coaches, parents, or community volunteers  need to be signed off on by the sponsor for the team – PLEASE emphasize this with parents
- To be reimbursed for purchases, a physical receipt (or digital receipt if an online purchase) as well as an *Expense Reimbursement* form needs to be submitted within 30 days of purchase to your sponsor who will then pass it along to the office. Please CC AD. No personal items may be present on the receipt or it will not be reimbursed.
- For booking hotels for overnight tournaments, Ads have a P-Card that can be used to avoid reimbursement. Still, **our finance office prefers to pay by cheque & invoice when possible**
- If we are receiving money for tournaments we are hosting from other schools, they will need to pay by cheque. Sponsors will need to fill out a *Money Collection Summary Form* once the cheque arrives at the school, available from Gail (finance) in the Main Office, to be submitted to Gail.
- If you need a cheque to pay for a tournament entry, you will need to submit the info for the tournament, where the cheque needs to be mailed, and a *Cheque Requisition Form* available from Gail in the main office. This will then be submitted to Gail.
- Provincials will be a separate budget if the team makes it that far! **NEW this year – Athletics will cover a portion of Senior Provincial fees, but may not commit to paying the entire fee**

League Organizational Meeting

NSSSSAA Winter Season LOM's

- Brief, 30 – 60 minute meetings which discuss league protocols, scheduling, fees, and other issues
- Coach, sponsor, or parent-volunteer must attend meeting**
- Will be on MS Teams (link will be sent to you by Alec/Gerry)

Mon October 16 th	6:00p m	Gymnastics	MS Teams	Lewis
Wed October 18 th	6:00p m	Wrestling	MS Teams	Karvelis
Mon October 30 th	4:30p m	Sr. Boys Basketball	In Person or MS Teams	Karvelis
Mon October 30 th	6:30p m	Sr. Girls Basketball	In Person or MS Teams	Lewis
Mon November 6 th	4:00p m	Alpine	MS Teams	Lewis
Tue November 14 th	4:00p m	Jr. Boys Basketball	MS Teams	Karvelis
Tue November 14 th	6:00p m	Jr. Girls Basketball	MS Teams	Lewis
Wed November 15 th	4:00p m	Bant. Boys Basketball	MS Teams	Karvelis
Wed November 15 th	6:00p m	Juv. Boys Basketball	MS Teams	Karvelis
Thur November 16 th	4:00p m	Bant. Girls Basketball	MS Teams	Lewis
Thur November 16 th	6:00p m	Juv. Girls Basketball	MS Teams	Lewis

Early Dismissals

- If your team needs an early dismissal for a game/tournament, please email your teacher sponsor ASAP
- They will submit the dismissal form (if they don't know how see Lydia in the office)
- Be reasonable and understand that students will always have the same classes in the afternoon
- EX: Game at Windsor at 4:00 PM, dismissal at 2:30 PM.



Summary

- Med kits are shared

Things to send ADs:

- Roster (correct spelling of names – specify any transfer or international students)***
- Edited Informed Consent Form***
- Budget***
- Concussion Training Certificate
- Exhibition/Tournament Dates and Info
- Volunteer forms (cc AD when you send to Keri Fairfield kfairfield@sd44.ca)



Thank You!



- Thank you for offering to coach/sponsor/assist with a team this season!
- Our athletic program would not be possible without countless volunteers offering their time
- Student-athletes appreciate the hard work you put in!
- See you at the Athletics BBQ on June 12, 4pm

Go Sabres!

