

NORTH CENTRAL DISTRICT
ATHLETIC ASSOCIATION

Sport Commissioners Package

Curling

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Upon Being Appointed Commissioner:

- ___ Book the required facilities. If hosting the event in the City of Prince Albert be sure to contact the Prince Albert Golf and Curling Club to book the date. If hosting in a rural location contact the rink to ensure the availability of the rink. The District Bonsel is held the week before Regional curling. It can be held 2 weeks prior if a school break is the week prior to Regionals.
- ___ Negotiate a fee for the rental. Notify the treasurer and bill NCDAA.
- ___ Notify/remind all schools in the NCDAA the date of Districts. Contact information is located in APPENDIX "A". A suggested cover letter is also supplied in APPENDIX "B".

One Month Prior to Districts:

- ___ Remind schools of the date of district curling. Notify them the entry deadline is the Monday prior to districts.
- ___ Ensure district medals have been ordered by the Vice President.
- ___ Ensure the trophy for each category will be present at the bonspiel. Contact the winning teams from the previous year.

Two Weeks Prior to Districts:

- ___ Check the SHSAA website for the listings of all eligible schools. Copy the list for quick reference at the meet.
- ___ Notify the media about Districts. Contact info is in Appendix "D" and a sample cover letter is located in APPENDIX "E".
- ___ Ensure there will be a sub pool of players available from your school or a neighboring school. These players will be used to curl in the case of an illness or injury.
- ___ Confirm a concession will be available for all athletes and spectators.

One Week Prior to Districts:

- ___ Confirm washroom facilities will be available to athletes.
- ___ Print off rules and have them ready to post.
- ___ Print off the draw and fill it in once teams are confirmed.
- ___ You may choose to make a program. Ask schools for relevant information.

During the District Competition:

- ___ Arrive early and ensure the facility is open and ice is ready.
- ___ Make yourself available at all times. The Sport Commissioner is a member of the District Executive and makes ruling during the running of the event.
- ___ Have a coaches meeting prior to the start of the bonspiel. APPENDIX "H" will help guide you in topics to discuss at this meeting.
- ___ Ensure all SHSAA rules are followed.
- ___ Post a set of rules beside the draw. These will be found in APPENDIX "I".
- ___ Designate someone to assist in the interpretation of the rules. Protest Committee.
- ___ If the draw requires a team play a third consecutive game, a maximum 30 minute break may be given.

After Districts

- ___ Complete commissioners report and send it into the President and Vice President.
APPENDIX "K"
- ___ Email/fax results to the President, Secretary, and Media. Contacts are found in APPENDIX "D" and "J".
- ___ Confirm all qualifying teams are able to attend Regionals.
- ___ Notify the Regional Commissioner of the NCDAA representatives in all three categories. Use APPENDIX "G" to send to Regional Commissioner.
- ___ Present the Championship trophy and medals to the winning teams. Return any unused medals to the NCDAA Vice President.
- ___ Give regional information to coaches for those teams that qualified.
- ___ Be prepared to discuss the commissioners report at the next NCDAA meeting

APPENDIX A

North - Missinippi	Phone	Fax
Churchill Community High School - La Ronge	306-425-2255	306-425-3955
Hector Thiboutot Community School - Sandy Bay	306-754-2139	306-754-2130
Father Gamache School - Fond-du-Lac	306-686-2033	306-686-2110
Father Megrat High School - Wollaston Lake	306-633-2205	306-633-2053
Father Porte Memorial School - Black Lake	306-284-2099	306-284-2080
Kimosom Pwatinahk Collegiate - Deschambault Lake	306-632-2510	306-632-2410
Nihithow Awasis School - La Ronge	306-635-2276	306-635-2180
Reindeer Lake School - Southend	306-758-2025	306-758-4837
Rhoda Hardlotte Keethanow High School - Stanley Mission	306-635-2104	306-635-2050
Sally Ross School - La Ronge	306-425-5041	306-425-5570
Senator Allan Bird Memorial School - Montreal Lake	306-663-5602	306-663-5652
Senator Myles Venne School - Air Ronge	306-425-2478	306-425-2815
Wapawikoscikan School - Pelican Narrows	306-632-2161	306-632-2110
PA East	Phone	Fax
Ecole Valois - Prince Albert	306-763-0230	306-763-1993
Prince Albert Collegiate Institute - Prince Albert	306-763-6485	306-922-5636
Carlton Comprehensive - Prince Albert	306-922-3115	306-764-1770
Family Church Academy - Prince Albert	306-763-4431	306-763-4858
PA Rural	Phone	Fax
Birch Hills School - Birch Hills	306-749-3301	306-749-2279
Kinistino School - Kinistino	306-864-2252	306-864-3430
Little Red River Education Centre - Christopher Lake	306-982-4433	306-982-2078
Meath Park School - Meath Park	306-929-2133	306-929-2401
Muskoday First Nations School - Muskoday	306-953-1055	306-953-1059
St. Louis School - St. Louis	306-422-8511	306-422-8299
Sturgeon Lake Central School - Sturgeon Lake	306-764-5506	306-764-0322
PA West	Phone	Fax
St. Mary - Prince Albert	306-953-7544	306-763-0399
Rivier Academy - Prince Albert	306-764-6289	306-763-1442
Wesmor Community High School - Prince Albert	306-764-5233	306-922-6271
Parkland	Phone	Fax
Ahtahkakoop School - Ahtahkakoop Cree Nation	306-468-2854	306-468-2661
Big River Community High School - Big River	306-469-2288	306-469-2336
Canwood Community High School - Canwood	306-468-2150	306-468-2999
Debden School - Debden	306-724-2181	306-724-2116
Se Se Wa Hum School - Victoire	306-724-2124	306-724-4733
W.P. Sandin School - Shellbrook	306-747-2191	306-747-2249

APPENDIX B:

TO ALL CURLING COACHES:

Our District Curling Bonspiel will be hosted at _____ on _____.

_____ will be our commissioner for this season.
(Name)

Please have your District entries completed by _____ and email them to the district commissioner at _____.
(Email)

Remember in odd years there are 5 conferences that need to playoff. Parkland, PA East, and PA West are awarded 2 entries into districts. PA Rural and Missinippi conferences are awarded 1 entry each. The CCA rulebook will be used to govern the competition.

In even year the entries are unlimited, as the bonspiel is held in Prince Albert.

Commissioner: _____

Phone number _____

Fax number _____

Email _____

APPENDIX C

Pre-District Results/Entries

Conference: _____

Event	Name(s)	School
Boys	1)	
	2)	
Girls	1)	
	2)	
Mixed	1)	
	2)	

A reminder that in odd years there are 5 conferences that need to playoff. Parkland, PA East, and PA West are awarded 2 entries into districts. PA Rural and Missinippi conferences are awarded 1 entry each. * If a conference does not fill its representation then the host conference will be given the opportunity to fill the draw. North Central District Executive will work in conjunction with the Curling commissioner to determine the next most competitive entry.

In even years, entries will be unlimited.

APPENDIX D

NCDAA Media Directory

<u>Newspaper</u>	Phone	Fax	Email
PA Daily Herald	306-764-4276	306-763-3331	editorial@paherald.sk.ca
paNOW	306-763-7421	306-764-1850	news@panow.com

<u>Radio</u>	Phone	Fax	Email
Rawlco Radio PA	306-764-2524	306-764-1850	panews@rawlco.com
CBC Radio PA	306-763-6172	306-922-5366	ryan.pilon@cbc.ca
MBC Radio La Ronge	306-922-4566	306-922-6969	dave@mbcradio.com

<u>T.V.</u>	Phone	Fax	Email
CTV Prince Albert			panews@ctv.ca

APPENDIX E

Notice to all media:

North Central District Athletic Association District Curling Championships

The NCDAA District Curling Championships will be held on

_____ and _____ at _____.
(date) (date)

Teams will be playing for one of two berths to the Regional Championships in

_____ on _____.
(host) (date)

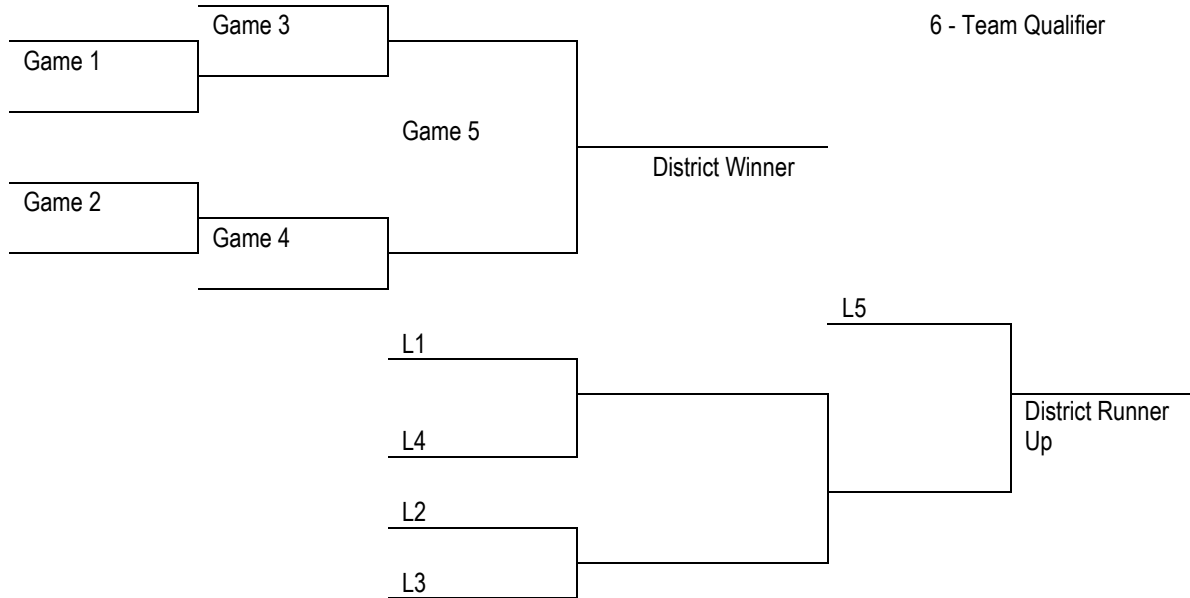
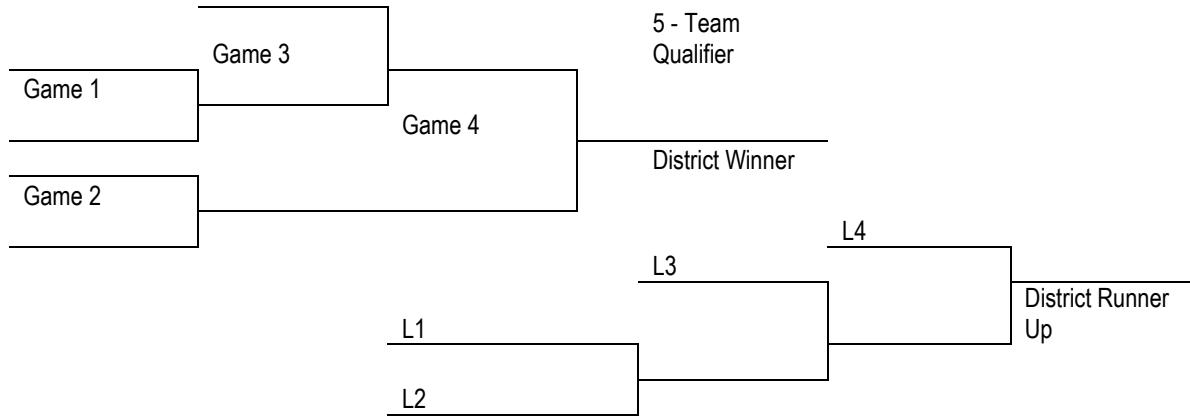
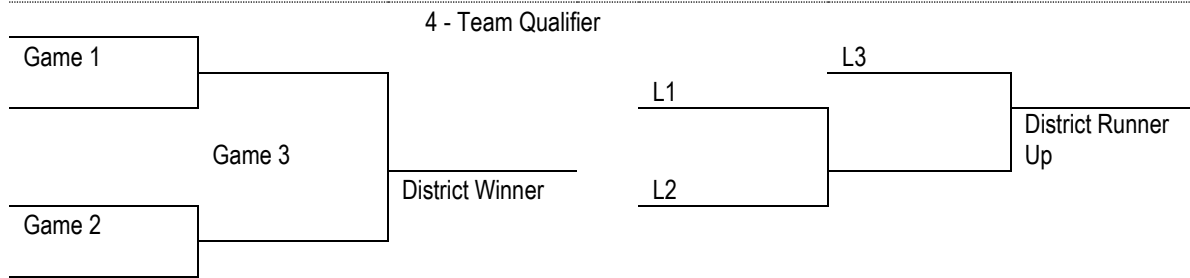
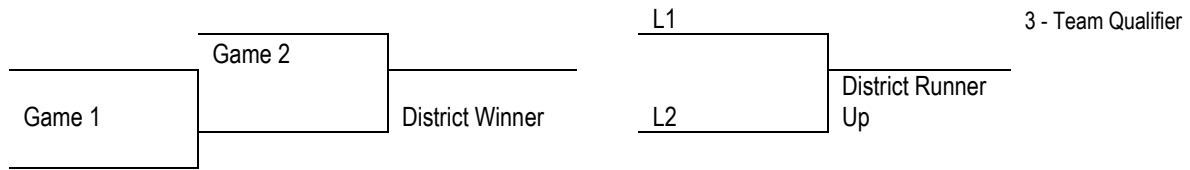
The NCDAA would like to welcome everyone out to watch the best curlers in the district compete for a Regional and Provincial berth.

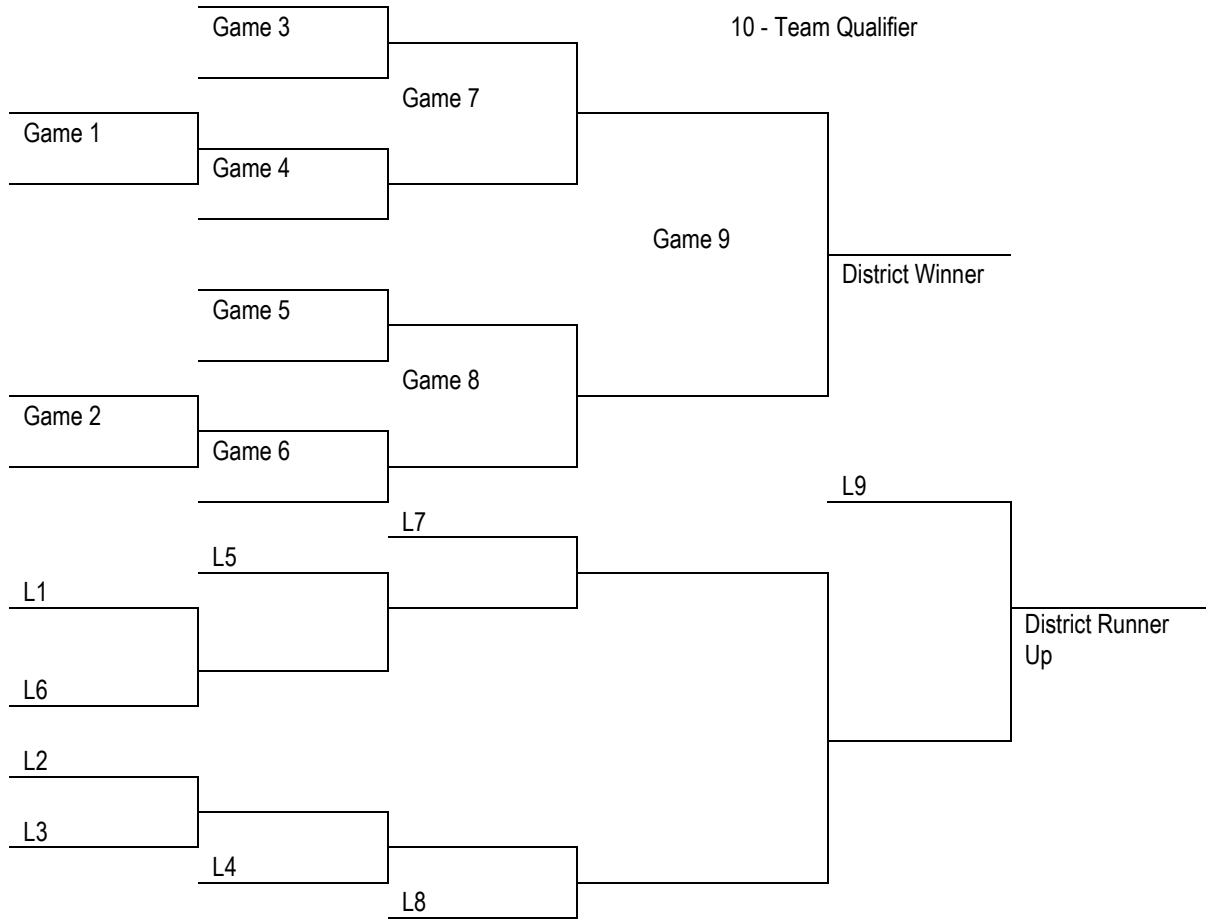
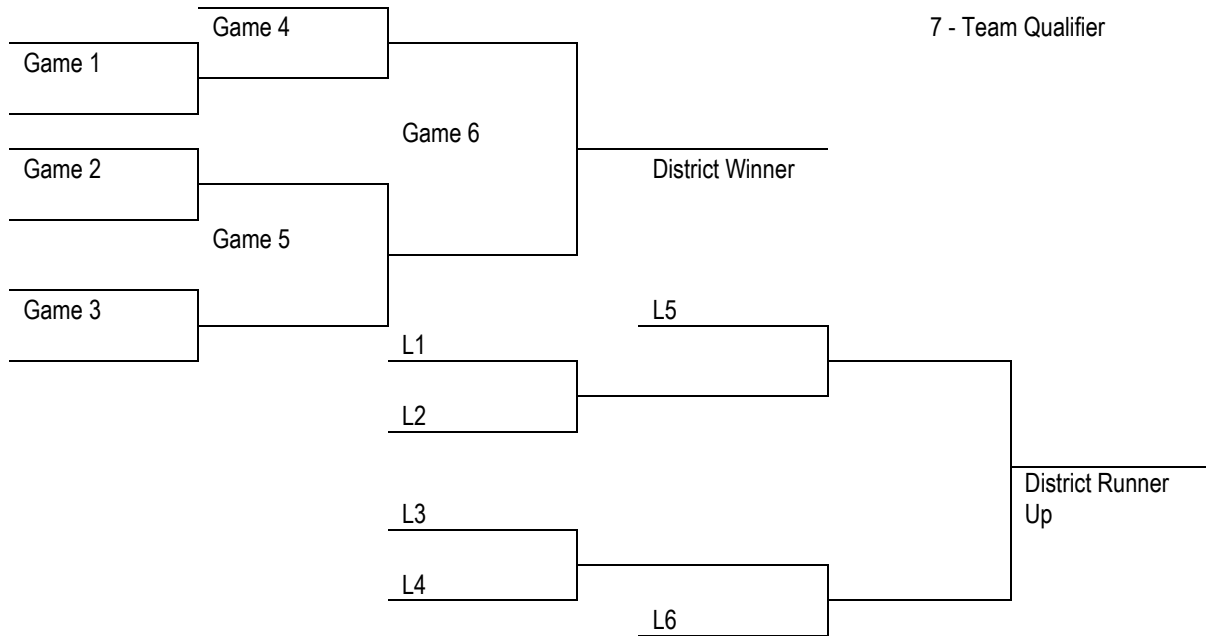
Signed _____
(commissioner)

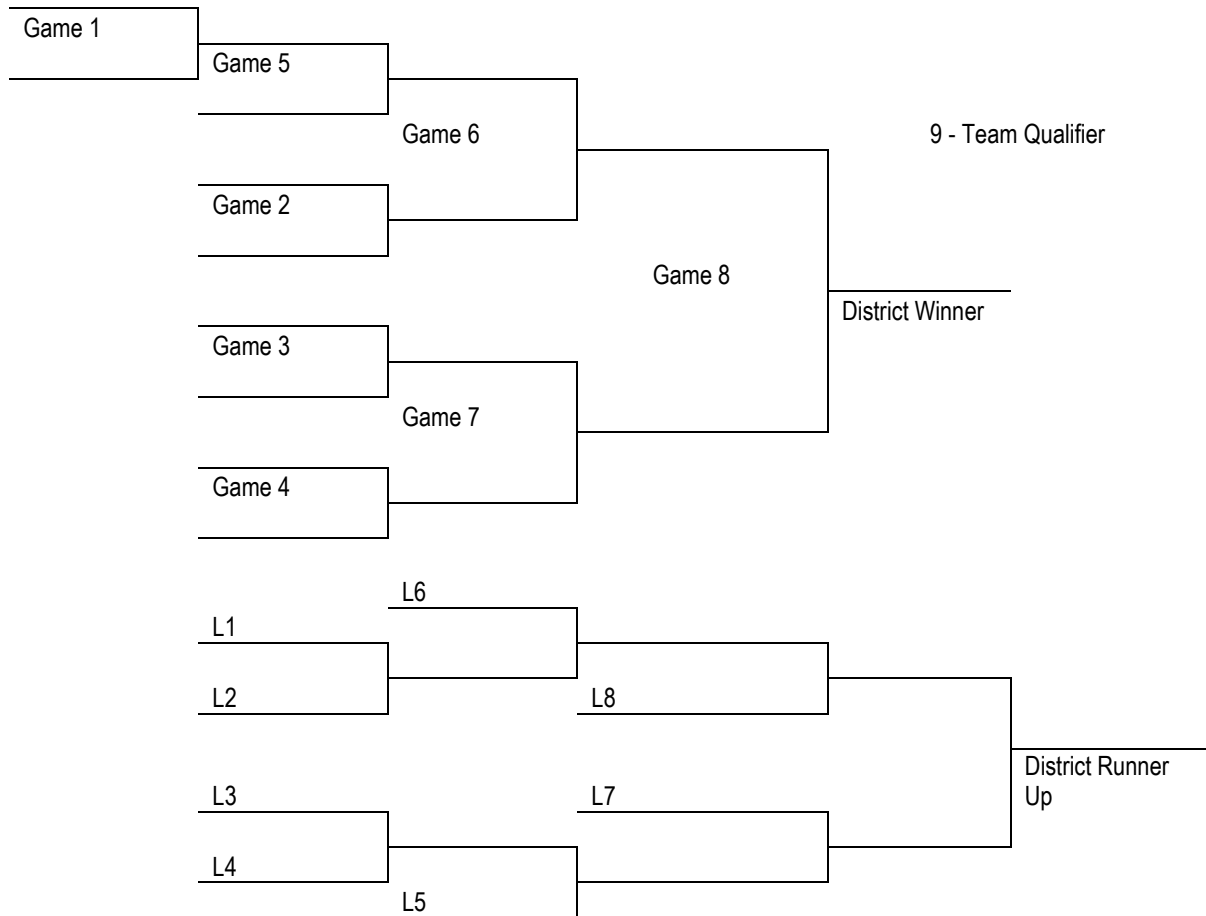
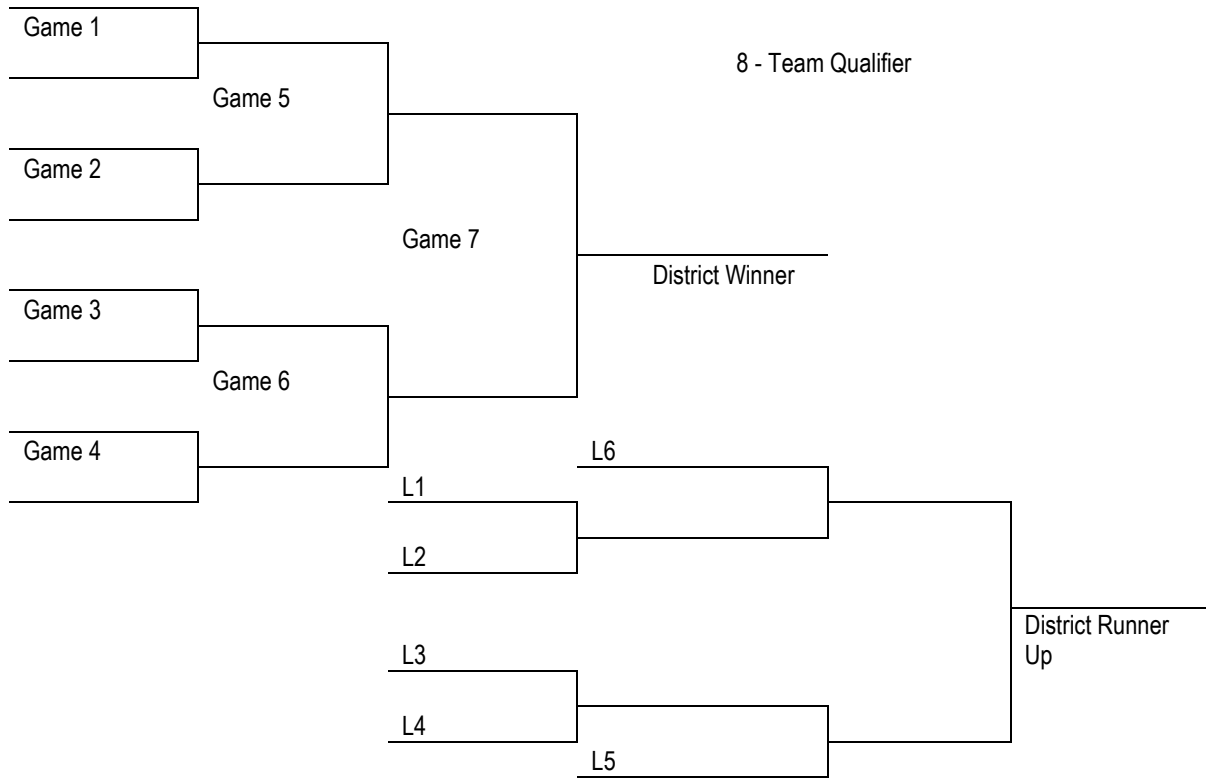
Phone _____

Fax _____

APPENDIX F – Schedule







APPENDIX G

Notice to Regional Curling Commissioner

NCDAA District Curling Results

Event	Name(s)	School
Boys	1)	
	2)	
Girls	1)	
	2)	
Open Mixed	1)	
	2)	

These are the teams that will be representing the NCDAA at the regional bonspiel.

COACHES MEETING NOTES

Welcome to District Curling!

- Remind coaches where washrooms are located. Let them know some different places to have a bite to eat.
- The schedule is posted _____ (location). The rules are also posted right next to the schedule.
- The bonspiel will be conducted in accordance with guidelines listed in the SHSAA handbook.
- Misuse of language may result in disqualification.
- There will be no A-B final. The winner of the A will win the district and the winner of the B will get the second birth into Regionals (non-host years)
- Games will be 8 ends, with a 4 end minimum.
- Ties are broken with an extra end(s)
- A minimum of two hours will be given for all games.
- There will be a sub pool available at the North Central District Curling Championships. The athletes in the sub pool could come from any school in the district.
- Teams are allowed 2 time outs each. Time outs are 1 minute in length and may only be called by the team in control of the house. Each team is awarded one time out in an extra end. Unused time outs may not be carried over.
- If a player is unable to continue due to illness or injury, a substitute of the same sex may be allowed to enter the game. Once substituted out, a player may not return in the same game.
- Curlers must wear appropriate curling attire, preferably in school colors.
- If teams are unsure of a scoring rock, the 3rd will place their broom on the ice in the house signifying the need for a measurement. The host Commissioner will perform the measurement.
- If you have any questions, find me at any time.

Good Luck to all!

APPENDIX I

Rules

- District Competition will follow rules of play as outlined in SHSAA handbook.
- There will be no A-B final. The winner of the A will win the district and the winner of the B will get the second birth into Regionals (non-host years)
- Games will be 8 ends, with a 4 end minimum.
- Ties are broken with an extra end(s)
- A minimum of two hours will be given for all games.
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APPENDIX J

- **NCDA Executive - <https://www.shsaa.ca/page/show/5735154-north-central-district>**
- **SHSAA Assistant Executive Director – Dave Sandormirsky**
(Regina)
Phone: 306-721-2151; Fax: 306-721-2659
Email: d.sandormirsky@shsaa.ca

Commissioners Report

1. Activity: Curling
2. Commissioner: _____
3. Location: _____
4. Date: _____
5. Schools Involved:
 - a. _____
 - b. _____
 - c. _____
 - d. _____
 - e. _____
 - f. _____
 - g. _____
 - h. _____
 - i. _____
 - j. _____
 - k. _____
 - l. _____
6. Results:
 - a. Boys Winner: _____ Runner Up: _____
 - b. Girls Winner: _____ Runner Up: _____
 - c. Mixed Winner: _____ Runner Up: _____
7. Recommendations: _____

8. Events arising during the tournament: _____

