



National Interscholastic Athletic Administrators Association, Inc.

Section 1

www.section1niaaa.org

Spring/Summer Section 1 Meeting
June 30, 2009

Ocean Edge Resort- Brewster, Mass.

- I. Call to order. Called to order by Frank Pecora at 1:04 PM
(NOTE: Appointed Bob Hingston of VT to record the minutes)

A. Introduction

Frank Pecora opened with a welcome and thanked Walter Sargent and Massachusetts with hosting. Then everyone introduced themselves with the following in attendance.

(NIAAA)- Frank Pecora presiding, Sam Rasmussen- President, Bruce Whitehead-Executive Director, Holly Farnese- Secretary

(CT)- Fred Balsamo, Trish Witkin

(MA)- Walter Sargent, Jim Davis, Fran Whitten

(ME)- Marty Ryan, Gerry Durgin, Gary Stevens, Ed Marshall

(NH)- Carol Dozibrin, Jon Hall

(NY)- Dennis Fries, Dave Martens, Alan Mallanda

(NJ)- Bob Hopek, Bob Rossi

(RI)- Allen Huestis, Ted Quigley

(VT)- Mike O'Day, Bob Hingston, Tom Conte

B. Minutes from previous meetings are in the binder and should be reviewed.

C. Attendance sheet was passed around and everyone signed it, and added their email address.

That is included as an attachment with these minutes.

D. Frank gave is updated contact information

Home phone- 802-485-7634

Cell phone- 802-522-7757

Home email- nelita@trans-video.net

II. **Old Business**

- A. Motion to accept December, 2008 section meeting minutes- made by Fred Balsamo, 2nd by Gary Stevens- accepted

B. Update of 2009 and/or 2010 state conferences –

CT- Mar. 24-26 at the Rock Hill Marriott- Rocky Hill, CT

ME- Mar. 30- April 2 at the Samoset Resort- Rockport, ME

MA & RI- Mar. 16-19 at the Resort & Conference Center at Hyannis MA

NH- May 19-21 at the Red Jacket Inn- No. Conway, NH

NJ- Mar. 15-18 at the Trump Plaza- Atlantic City, NJ

NY- Mar. 16-19 at the Saratoga Hilton- Saratoga Springs, NY

(Section 1 Meeting to be held in NY at a time to be determined later)

VT- Mar. 28-30 at the Burlington Sheraton- Burlington, VT

III. Review Board of Directors Positions

Handout A

Section 1 will be having a Board member taking their place to replace Frank Pecora on Dec. 14, 2011 in Indianapolis, Indiana.

There was much discussion regarding the qualifications of an at-large member as well as a regular rotation member of the Board from Section 1. Please see enclosed proposal that Dave Martens put together and was approved at the Section Meeting in Conn. May of 2008.

The following is a guideline for selecting the Section 1 “At Large” nominee and State Rep. to Section 1:

Approved: May 2008

States must submit the following to each Section 1 Liaison and our NIAAA Board Representative at least one month prior to our Sectional meeting:

Candidates:

- must have a minimum of five years experience as an interscholastic athletic administrator
- must be a current State and NIAAA member
- must be an active member in their state athletic directors association, with experience as an officer, board member, committee member or presenter at a state conference or workshop
- must have attended an NIAAA National Conference and been a State Delegate at their Annual Meeting
- must submit an updated resume'
- must have an endorsement letter from their school superintendent and their State AAA
- must submit a 3x5 or 4x6 colored photo
- must be in attendance at one or more of our Section 1 meetings to experience our meeting, meet and be met by those in attendance.

Dave Martens

Bruce Whitehead mentioned that they want candidates that have made a meaningful contribution to the organization. They need to be involved on the State and National levels. The person needs to be active as is described in the by-law change.

Sections 1 should begin the process for selecting their 2010 at-large candidate at this time.

Review of qualifications for state to nominate candidate to the Board of Directors. Prior to nominating a candidate to the Board of Directors, there are minimum requirements to be met: (1) organizational dues must be paid three years prior to nomination and; (2) a state must have either 15 NIAAA members by April 1st of the year of nomination or a minimum of 10% of their state membership must be NIAAA members.

D. Potential by-law change Article IV, Section 1-B-2

Handout B

Wording change- Must have demonstrated some involvement with the NIAAA such as but not limited to participation at the annual conference, an NIAAA voting delegate, committee member, NIAAA liaison or national conference program participant (speaker, moderator, etc.)

IV. **New Business**

A. **Review the 2009 Board goals:**

Handout C

Get 80% of the States to adopt "dual membership" by the end of 2009
Complete committee selection and develop 3rd strategic plan
Revise Committee evaluation process (chairs, vice-chairs and members)
Promote the appointment of LTP Coordinator and Certification Coordinator for all States
Advance the technological services available to NIAAA members.

B. **Selection of Section Male and Female Student Scholarship Winners**

This year's winners are Caroline Tolli of Lockport, NY and Justin Roncaioli, Berlin, CT

Each State gave an overview of how they selected Candidates. This varied a bit with NY especially have a more involved process given the number of schools that they have. Dave Martens felt that time-line was quite tight to get all the details taken care of in order to announce winners. He suggested an earlier date to start.

The Board is committed to finding financial resources to provide some funds for each state scholarship winner. In addition to attempts to find a sponsor, the board is looking for other revenue sources to provide state winner some dollars.

C. **Selection of Section Frank Kovalski Professional Development Winner**

Congratulations were given to Gary Stevens of ME as the Section 1 winner for 2009.

D. **Glass Laminate Program:**

Bruce Whitehead spoke of the the NIAAA being a five year agreement with Clear Defense to support our member schools purchasing glass laminate for backboards, trophy cases and entry doors. NIAAA is asking states to assist in promoting this to membership. The program is as follows:

1. The laminate can be purchased in any size desired.
2. The laminate can be self-installed by the local school.
3. The laminate will cost \$9 per square foot (less than one-half the previous cost)
4. An installation kit and installation instructions will be sent with the laminate.
5. Order can be as easy as faxing order form to Clear Defense with laminate sizes specified on the form.
6. Only benefit to NIAAA is 25% of all gross sales go directly to the Endowment Fund, the income of which is being used for member benefits – currently Professional Outreach.
7. A link to an electronic version of the one page order form is available on the NIAAA web site home page.
8. At the end of the 5-year agreement, Clear Defense will cut a check for the difference between \$200,000 and what has been put into the Endowment Fund.

E. **Certification Program**

Each State is asked to appoint a Certification Program Coordinator. States were asked if they all had Certification Co-ordinators and they all responded affirmatively.

The Certification Program is growing rapidly which will compound issues for the office staff. Over the past two years, the program has grown by 75% in the number of requests for Personal Data Forms and in the number of forms returned to the office. Most significant growth has been in the RAA and CAA levels.

F. High School Accountability Act

Handout D

Impetus for this bill being introduced came from the Women's Sports Foundation

This is included in a handout and people were asked to read it. The bill still may undergo some changes and hasn't been put forth to the legislature at this time.

1. Will require reporting annually to the Federal Government statistics relative to Title IX and your athletic program.
2. Reporting will not include the extensive amount of data that previously would have been required prior to the bill being changed.
3. Copy of the bill in its current form is included
4. Recommend have athletic administrators in your states contact their senators and representatives.

The group discussed the following two issues with some recommendations to give to the Board for their inclusion in the Strategic Plan discussions.

Issues or Topics that must be addressed by the Strategic Plan committee

*Allen H. stated that NIAAA should be looking at how to get by in this economy.

*Fred spoke of the large turnover rate among Athletic Administrators being an issue. He mentioned that they have large numbers in the under ten year's experience grouping, and the 25 year plus, but smaller in-between.

*Alan M. stated that they had many retirements coming and shorter life-span of AD's on the job.

*Bob H. spoke of declining enrollment in Vermont & other small states
To be addressed in reference to cooperative teams, schools dropping sports
Keeping programs going with decreasing funding available.

Allen H. asked about States getting LTC courses to count for professional development for AD's, and Gary Stevens said it needs to be a "living, breathing, document".

Marty spoke of getting State members to continue to be active in the Assoc. with smaller faculties and fewer opportunities for release time to get to meetings, classes, etc. It was said that things like webinar, conference calls would help.

Bruce spoke of a program "Jump Forward" that provided this type of service.

Ed Marshall spoke of the need for mentorship for new AD's and it was mentioned to Use Past-Presidents and retirees as mentors.

Would there be interest in a national buying co-op for purchase of balls, equipment and other non-uniform related items if the savings would be 30-40%?

Carol Dozibrin spoke of the reluctance to cut out smaller vendors that had been very loyal to schools for years.

Fred Balsamo spoke of the idea getting high marks among CT membership.

Alan spoke of the State Contract system in NY that wasn't required.

Bob H. spoke of the idea that some of group purchasing wasn't that easy to pull off and Questioned the actual savings being that much.

In summary there was not a great deal of support for the project although most were Certainly willing to listen and see what came of it.

G. NIAAA Presentation Bruce Whitehead & Sam Rasumussen:

The Board looks to increase membership to 10,000 by 2010-11. Currently the NFHS states there are 14,000 high schools out there so there is room for growth. Clell Wade speaks of 21,000 accounts. Wisconsin recently went dual-membership and this helps.

Bruce stated that it has been 8 years since an increase in dues and they don't intend to do that right away. Bruce also spoke of additional health care that was available to members through AFLAC. This provides excess cancer and accident insurance above what your

current policy might cover. Might be worth looking into. Bruce also spoke of the member database improvements and all the things it could be used for; looking for jobs, out of state scheduling, selling or buying equipment, posting issues on message board for feed-back from other members. Also members in States that don't have dual membership can update their membership online with a credit card. Bob Rossi was complimentary of the way Patty handled phone issues in professional manner. Bruce spoke of LTC course updates and if people felt they didn't have one recorded they could fax a copy of the certificate to the office for verification of completion of the course. He stated that some of the problems rose from data not getting transferred over from NFHS database and also rosters not always being typed into the database in a timely manner. Sam spoke about the Endowment and how it was "weathering the storm" of the down economy and the leadership was mindful and keeping an eye on investments. Scholarships are still being given with using up to 5% of the Endowment.

Bruce spoke of the Safe Sports Zone that is being run by a member out of Racine, Wisconsin.

NIAAA Budget-

Budget is now \$1.35 million dollars. Income covers the budget now, but getting tougher each year. Board looking at ways to increase income without raising dues. Endowment took a huge hit (30%) and is now below \$500,000.

.H. Leadership Training:

1. The state coordinators meeting will be held in Indianapolis on September 12-14, 2009 at the Sheraton Hotel in the office park. States are encouraged to send one LTP coordinator to this meeting.
2. LTC 611 will be split into: LTC 511 – Concepts and Strategies for Interscholastic Budgeting and Finance Excel Spreadsheets; and LTC 611 – Concepts and Strategies for Interscholastic Marketing, Promotions and Supplemental Fund-Raising (Individuals who have already taken the current course will be given credit for LTC 511)

LTC 709 will be split into: LTC 709 – Leadership, Management, Supervision an Decision-Making in Interscholastic Sports Programs; and LTC 719 - Leadership, Management, Supervision an Decision-Making Concept, Methods and Applications (Individuals who have already taken the current course will be given credit for LTC 709)

A new course will be released in December of 2009: LTC 630 – Contest Management: Planning, Preparation Methods and Contingency Responses. The course will focus on all aspects of planning and managing contests including large tournaments.

3. Course revisions taking place in 2009 include: 714 and 724 in February; 625 in June.

The Coordinating committee has presented a six-year course revision plan to the board that will result in every course being reviewed every six years.

The NIAAA now has agreements with the following Universities who are offering degree programs. Each of these programs uses some of the NIAAA's LTP course content in the degree program curriculum:

Ohio University	2 LTP courses	Three weeks on Campus	\$26,000
Virginia State University	13 LTP courses	On-Line	\$12,000
Western Kentucky	10 LTP courses	Face-to-Face	\$13,500
William Woods U	10 LTP Courses	Face-to-Face	\$14,000

In addition, IUPUI offers a degree using a different format. Courses are taken through NIAAA or states and then IUPUI confers the one-hour credit for the course; students are required to be on campus for a one-week residency at the end of the program.

4. This spring the NIAAA taught 501, 502 and 504 via webinar. Each class had eight students enrolled and the classes were very successful. Cost was \$100 per student. Webinar teaching is a very affordable method of teaching courses. Plans are to again teach 501, 502 and 504 via this method in the fall of 2009. The format is one night for each of three consecutive weeks for 2 hours each night.
5. The LTP coordinating committee has developed staff in-service programs for three content areas. They are: (1) Legal; (2) Dealing with Challenging Personalities; and (3) Time Management. There have been two programs developed for each content area; a 90-minute program and a 4-hour program. The NIAAA will be conducting two pilots for each of the 90-minute programs in the fall of 2009 at no cost to the school districts. Following the fall 2009 pilots, the NIAAA will begin marketing these programs to school districts across the country as staff in-service options. Fees charged to school districts have yet to be determined.

I. Committee Reports/Items:

1. Members are encouraged to submit applications to be on committees. Committee application can be found on the NIAAA web site.

2. Committee Recommendations

a. Awards Committee

1. Board reviewed recommendations from the committee for the Strategic Plan committee.
2. Board reviewed recommendations from the committee regarding incorporating the Hall of Fame induction into the other NIAAA award presentations.

b. Certification Committee

1. Approved attendance of a maximum five (5) members of the Certification Committee to meet in July in Indianapolis.

c. Credentials Committee

No action items were required

d. Publication Committee

No action items were required

Gary Stevens reported that a super issue of the IAA magazine was due out in the fall.

e. Retired Committee

1. An appointment of an additional vice chair will be done at the July meeting.
2. Approved members of the retired group working with the director of marketing during the conference on the exhibit hall floor.

f. Endowment Committee

1. Approved the committee administering a "Fun Run" at the 2009 conference in addition to the golf tournament to benefit the endowment.

Alan Huestis spoke of sponsorships available for the golf tourney of \$250. Per Hole and the tourney was at the Dallas Cowboys Golf Club.

2. Referred back to committee for more information the request to provide grants from endowment to states.

g. Hall of Fame Committee

1. Approved the induction of 12 individuals into the NIAAA Hall of Fame in the 2009 class in Grapevine, Texas. Induction will take place at the Conference Banquet along with other NIAAA Awards.

Congratulations in order for Dave Martens who is part of the inaugural class.

i. Sport Turf Committee

1. Approved an on-site Field Day at the 2009 conference.
2. Approved a 2009 field renovation project at Holden, Missouri. Project will take place days of September 16-17, 2009.

j. Conference Advisory Committee

J. Third Strategic Plan:

Handout E

The committee members have been identified. **(See Handout)** The committee will be meeting in Indianapolis October 10-12 to formulate the first draft of the plan. Congratulations to Section 1's Gerry Durgin as the General Chair. The committee will meet again in December in Texas to review the recommendations of each sub committee. The general chair and the three sub-committee chairs will meet in Indianapolis in February, 2010 to wordsmith the document and develop the final document that will be brought to the board in July.

The plan will be discussed in detail at the 2010 spring/summer section meetings for feedback and then presented to the board in July of 2010 along with the section meeting feedback. The board will act on the plan at the July, 2010 meeting and the approved plan will be presented to the membership in Orlando in December of 2010.

Section 1 Financial Report- Dennis Fries

Dennis Fries spoke of being quite healthy with the big help being NJ willing to run the Hospitality suite in San Diego. There currently is a balance of \$6,063.00 and that will allow us to keep the dues the same- \$200 per delegate for each State. Bob Hopek said that NJ was willing to do the Hospitality again and mentioned that they appreciated help from VT for giving them a night out. It was agreed to go with the same format as 2008 and Bob Hopek stated he would ask for help as needed.

Walter went over a review of the Summer Institute with 67 participants and 168 courses taken, the third highest in the six years of the Institute. He spoke of trying to move the time frame back as 70% had said that they would prefer July. Reebok is a sponsor of the banquet to be held that night.

K. Future conference sites are:

2009 – Grapevine, TX	Gaylord Texan	December 11-15
2010 – Orlando, FL	Marriott World Center	December 15-19
2011 – Indianapolis, IN	Hyatt/Marriott	December 11-15
2012 – San Antonio, TX	Hyatt/Marriott	December 14-18

V. **Announcements/Reminders**

1. Fred Balsamo mentioned that the CT Dept. of Education is linking Certification requirements to include CAA and Coaching certification is linked to RAA. Bruce applauded Fred for his help in getting that passed.
2. Walter announced the dinner plans that night courtesy of the MIAAA.
3. Frank thanked Mike O'Day and Bob Hingston for helping with the preparations for today's meeting. He also thanked Walter, Dennis and the Mass. Contingent for all their work on the Summer Institute.
4. Marty Ryan gave his new contact information:
PO Box 676, Wells, ME 04090
Phone- 207-646-7352 (home & office) 207-251-1168 (cell)
Email- mryan8@maine.rr.com

A motion to adjourn was made at 5:15 by Walter and seconded by Allen Huestis.

Respectively submitted:

Bob Hingston