

**MINUTES**  
ASAA Executive Meeting  
Thursday, January 14, 2016  
Percy Page Centre, Edmonton

In Attendance: Tom Christensen, President Heather Bartling, Director of Athletics Elyshia Korobko, Admin Assistant Michael Steele, Assistant Director Hank Smid, Director of Athletics	John Paton, Executive Director Josh Boyd, Assistant Director Joyce Loucks, Member at Large Shanna Kurylo, Unified Sports Dave Jones, Past President
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Regrets: Michael Vaughan, Director of Athletics

Meeting was put into session at 9:00 a.m. by Tom Christensen

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Meeting brought to order at 9:00 p.m.

- 1.0 Adoption of the agenda (including amendments/additions if any)  
Motion to accept the adoption of the agenda

**MOTION CARRIED**

- 2.0 Adoption of the minutes from the Executive Meeting of December 2, 2015  
Motion to accept the minutes from the Executive Meeting of December 2, 2015

**MOTION CARRIED**

- 3.0 Adoption of the web minutes from the Executive Meeting of December 2, 2015  
Motion to accept the web minutes from the Executive Meeting of December 2, 2015

**MOTION CARRIED**

- 4.0 Financial

- 4.1 Interim Financial Reports to January 12, 2016  
Financial Reports discussed by John  
Motion to accept the Interim Financial Reports to January 12, 2016

**MOTION CARRIED**

- 5.0 Reports

- 5.1 Staff

**Elyshia:** started working on yearbook as required items are starting to make their way to the office; processing late registration forms; processing sanction forms (some are very late); looking up log ins for rankings and deleting duplicates for rankings; working on appeal documents; getting paperwork done for the next casino in 2017

**John:** spoke with Don Horne to get an update on possible women's initiative with Milk which is moving slowly and shared the perspective of Executive on Sponsor A; lots of time spent preparing for SSC meetings next week; communication with Football Canada and there is a new mandate coming down nationally that every head coach needs to have taken "safe Football" as well as the NCCP Concussion Course, this will lead to every coach doing these; NFHS Conference in Orlando: watched Stunting, he was able to get Jen Guiney (Cheer Commissioner) to head down to Orlando to view Stunting events; live streaming for Track Provincials is confirmed; was in Kauai, Hawaii for the Winter NFHS meeting – attended only by State Executive Directors, discussed strategic planning and many other issues and was very valuable. Suggestion to make every effort to have legislators involved in supporting ASAA. A class action Concussions lawsuit against

Illinois High School Athletic Association was won by the Association and was seen as very positive news. Value of waivers was discussed by insurer; limitations on practices in football (not doing two 2-a-days in a row) are being implemented in many States now; should we look at our spring football and consider similar limitations?, new bid process in New York – Cities recognizing the value of State Championships are putting money up front (\$\$ to state Association) for rights to host the championships.

**ACTION ITEM:** to look into insurance in regards to athletic trainers and coverage (John); thought that emergency crew needs to be available at certain provincial championship (mandate?)

**Mike:** attended NIAAA Conference in Orlando, went to some good sessions; sat down with NFHS about royalties and exchange rates for courses; Schoolcoach owes NFHS a significant amount of money since July 2015; put together a CIP grant from SASS and use the money towards the development of School Culture through Sport; working with Dr. Martin Camire about running workshops in Edmonton in March at the Percy Page Centre; Subway Cards are all sold out; prep for SSC Meeting in Ottawa next week; key contact with Athletics Canada was let go resulting in delays in online module development, but they are committed to this project and want to move it along faster; done preliminary work on the Bylaws/Policies Course that will be proposed via Notice of Motion at the AGM (to be mandatory for each coach to do, and charge \$5); schoolcoach.ca be at four teachers conventions this year

**Josh:** worked Casino, wrapping up Volleyball so that we can get going on yearbook; getting ready for next set of Provincials; new host championship websites are up, but is taking more time than anticipated as Josh has to set up each site individually right now; attended SMCA meeting with ASC; ongoing communication with Digital Echidna on remaining website work; have been checking out different hotels for AGM; meeting with 4A host in Red Deer shortly

**Shanna:** looks like she will have JP and LY Cairns in Edmonton participating with Unified; heading down to Calgary to meet with Bishop Carroll about joining; t-shirts and posters being made to promote Unified; traveling to Washington State for a Unified Basketball Tournament to experience logistics of how they run things; going to South Zone meeting to talk to the AD's in February.

**ACTION ITEM:** Consider making a 'founder banner' for schools starting Unified Sports

- 5.2 Executive - brief comments were provided by Executive members
- 5.3 Appeals Committee – there are no appeals to report on at this time.

## 6.0 Business arising

- 6.1 Action Item updates
  - Action Items and follow-ups were reviewed and discussed
- 6.2 Strategic Plan: No additions at this time, but committee members were reminded to review the Strategic Plan on the Google drive and provide comments as they see fit
- 6.3 Transfer Policy – Notice of Motion
  - By the time we go to AGM, the Exec needs to have a plan with what we are going to do with the Transfer Policy. Tom feels from APM discussion/feedback that we moved too fast on the changes in the Transfer Policy. We would need a NOM to remove the policy that was brought forth this past year and this can be done by an Executive Member. Focus should remain on positive wording and listening to the needs/wants of members. Discussion with Michael Keyes and Ian MacGillivray will continue.

**ACTION ITEM:** Elyshia to distribute notes from 2014 APM Discussion on the transfer policy.

**ACTION ITEM:** Exec needs to go in with a 1 pager about the transfer policy.  
Hank, Tom, John, Elyshia - Ad Hoc Committee, also involve Michael Keyes on discussion

7.0 New Business

7.1 Appeals/Requests

7.1.1 BC School wanting to join ASAA

John has contacted Christine Bradstock of BCSS for more information and discussion on this topic. The ASAA Board would have to approve this request as well as the North West Zone and the Executive.

**ACTION ITEM:** John to complete the require follow-ups.

7.2 Disciplinary

7.2.1 School A

A situation occurred at one of the games at the Alberta Bowl resulting in a grade 12 student from School A kicking the quarterback of the opposing team in the head towards the end of the game. There was contact between the ASAA Office and the school about this matter.

**ACTION ITEM:** John to follow up to see if the 10 hours of Community Service was completed by the student.

**ACTION ITEM:** John to write a letter to the school thanking them for taking the lead on the disciplinary in regards to the student, also with a recommendation that the student completes Teaching & Modeling Behaviour course at a charge of \$35.

7.3 Bids: no discussion

7.4 Sanctioning Policy – Notice of Motion for Late Sanction Fee

Elyshia reports that there have been many tournaments requiring sanctioning approval at the last minute, instead of the minimum 30 days prior to tournament, which requires her dropping everything to try and get the tournament sanctioned in time. Both member schools and Post-Secondary Institutions who are hosting tournaments are failing to meet the requirements (post-Secondary's get a mailout each year with this information). The Executive Suggested a Notice of Motion to be passed in May, 2016 for implementation in 2017/18.

**ACTION ITEM:** To create NOM to impose a penalty fee for late submission of Sanction forms. Effective 2017/18.

7.5 Volleyball Officials

A new contract needs to be negotiated. Possible areas of savings were discussed

**ACTION ITEM:** Josh to create a spreadsheet about what the difference is between Basketball and Volleyball Officials to do a comparison; also to contact BCSS and SHSAA regarding their cost for officials.

**MOTION:** To set up a meeting between AVOA and ASAA to discuss Officials Contract.  
Date TBD.

**MOTION CARRIED**

7.6 AED/Sudden Cardiac Arrest

Shanna has continued the research on AED policy; she has found that there is nothing official in terms of high school training provincially. Not many teams (if any) actually use the AED (by taking it out to the field). ASAA is wondering how we can be proactive with this situation. Currently Minnesota is partnered with a medical company to provide AED's to schools in the states.

**ACTION ITEM:** Josh and Shanna to contact Minnesota to get a contact for the medical company to find out if ASAA can create a partnership with them as well.

7.7 Reaching out to School Principals

Part of an NFHS session that John attended in January was about reaching out to principals at member schools. Focus is to make sure that principals are a part of the conversation in understanding ASAA, its mandate and policies. Executive thought, for example, that we could create a 1 page document and sent it to Superintendents to share with their principals. This would be so that important ASAA information gets circulated.

**ACTION ITEM:** Devise a strategy for communicating better with Principals. Timeline and responsibility TBA.

7.8 Host Championship Website

Elyshia has gone through past championship websites and made a spreadsheet of the different titles used on the websites for Provincials. There are 150 unique tabs over past 3 years of championships. Josh and Elyshia made 2 sample options of what the host championship websites. The Executive discussed and chose an option that they felt would work best and provided it to Josh for implementation.

7.9 Updating Host Handbook

Josh has noticed that the Host Handbook is slightly outdated and would like to have feedback on what else would need to be included in the handbook besides our partnership with SportsCanada.tv, the Nutrition Policy and Sponsorship.

**ACTION ITEM:** Josh to include AED as part of the handbook and that this be included in the Emergency Action Plan Section.

7.10 Impact Workshop, Olds

The second workshop of the year takes place on April 25<sup>th</sup> in Olds. John would like Hank to lead the workshop that they led together because John feels that Hank would be able to relate it more to the student athletes. Rick Gilson will be available to do the Keynote Speech once again, and possible leaders are: Heather Bartling, Michelle Ross, Hank Smid, Ken Zelez, and Michael Vaughan.

**ACTION ITEM:** To firm up sessions and presenters at the March Executive meeting.

7.11 APM Discussion Topics

Executive will continue to discuss ideas to create a formal proposal on cost saving strategies for ASAA.

Ideas: alumni tournament; reduce mileage rate; portion from gate at Provincial Championships; hosting a road race; course revenue (mandatory bylaw/policy course as well as every coach needing to take concussion course)

**ACTION ITEM:** Contact Darryl Smith for input re the running a road race and logistics involved.

- 7.12 Logo Submission for 60<sup>th</sup> Anniversary  
Executive looked at the top submissions for the Logo Contest for the 60<sup>th</sup> Anniversary and a logo was selected.

**ACTION ITEM:** Joyce and Elyshia to write congratulatory letter to Chris Harder at Vimy Ridge on his winning design.

- 7.13 Central East Teachers Convention  
Central East has changed their date of their convention this year and will be running at the same time as Central Zone Competition for Basketball. ASAA policy exempting teachers from convention (with convention board approval) only applies to ASAA Provincials.

- 7.14 Basketball Alberta – Paul Sir (10 a.m.)  
Would like to know how we can align our Basketball Course with what they are doing with NCCP; want coaches in Alberta to benefit with the Course; believes that what ASAA has offered is the best introductory program available; in September the coaching opportunity will be re-introduced and are negotiating having 2 sessions...one in Calgary and one in Edmonton on the same weekend with speakers flipping between the 2 cities and they are getting lots of support from Basketball Canada, and would like to offer ASAA the opportunity to showcase the Basketball Course as a session; Canadian Style of play is what is being taught to all Canadians (down to grassroots); trying hard to educate parents/athletes on the road to improvement; joining with AB Volleyball for a 1 week camp this summer and to promote being a multisport athlete; can do in school mini clinics (variety are offered to work with students or coaches/staff); working with officials (CABO).

- 7.15 ASAA 60<sup>th</sup> Anniversary Banquet/Hall of Fame  
The 60<sup>th</sup> Anniversary Dinner will be held at Fantasyland as it seems that they have the best options available to fit the needs of ASAA. The banquet will be May 12, 2016

**ACTION ITEM:** Have Mitchell invoice each zone for a table of 8 (\$1000.00)

- 7.16 Date of next Executive Appeals Committee meeting: proposed for March 2, 2016 before the Executive Meeting (not on February 24, 2016 as on wall calendar)

**ACTION ITEM:** Elyshia to email those who were scheduled to be on the February EAC

8.0 Adjournment

Meeting adjourned at 2:30 p.m. Next Executive meeting Thursday, March 3, 2016 at PPC.