

WEB MINUTES
ASAA Executive Meeting
Thursday, October 26, 2016
Percy Page Centre, Edmonton

In Attendance: Tom Christensen, President Rick Gilson, Vice President Elyshia Korobko, Admin Assistant Shanna Kurylo, Unified Sports Hank Smid, Director of Athletics Michael Vaughan, Director of Athletics	John Paton, Executive Director Sheila Garber, Director of Athletics Michael Steele, Assistant Director Deanna Metro, Assistant Director Sheila Garber, Director of Athletics
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Regrets: Joyce Loucks, Member at Large

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

Meeting brought to order at 9:00 a.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 September 15, 2016
Motion to accept the minutes from the Executive Meeting of September 15, 2016
MOTION CARRIED
- 3.0 Adoption of the web minutes from the Executive Meeting of September 15, 2016
Motion to accept the web minutes from the Executive Meeting of September 15, 2016
MOTION CARRIED
- 4.0 Financial
 - 4.1 Interim Financial Reports to October 26, 2016
Motion to accept the Interim Financial Reports to October 26, 2016
MOTION CARRIED
- 5.0 Reports
 - 5.1 Staff

Elyshia: has been tidying up/organizing the office post start of year busy-ness; has everything sent out for Volleyball and Football Provincials; mailed out invitations to the ZAM winners and the Lorne Wood winner, as well as to delegates; making sure that schools are registered for the new school year; worked on and completed the school directory; yearbook has been delivered and will get mailed out with the school directory after printing; organized paperwork and scripts for the seven appeals held yesterday.

John: ASAA is moving ahead with the Track & Field course – looking good and was shared with SSC members by Athletics Canada; attended the SSC meeting in Quebec City with Tom; has continued discussions with CCES on the “Make the Call” Course which he hopes will eventually be launched on the schoolcoach.ca website; John had a meeting with the Federal Minister of Sport while she was in Edmonton and discussed coming up with a strategy that will go through the schools to get kids more active – he will send some suggestions to the Minister’s office; met with Alberta Volleyball and will be able to let hosts know the costs of VB Provincials very soon; met with Paul Sir of Basketball Alberta; was actively involved with hosting of XC provincials and the various travel/weather issues related to it

ACTION ITEM:
John to share Imagine Document from the School Sport Canada Meeting with Executive.

Deanna: just finished her first month at ASAA and things are going great; starting to get comfortable with the SRS and answering common questions asked by member schools and partners when they call the office; has spent lots of time reading through files and information on the ASAA and learning what her role will be as a host liaison; spending time with Mike and Elyshia getting some training on the SRS and how to edit/update content; has been working with Mike on schoolcoach.ca to get an overview of the history of the project and has completed some of the courses; will be working towards building out the 3 new courses (School Culture Course, Coaching Life Skills Course and Athletics Course (Jan 2017); meeting set up with Peter Niedre from the Coaching Association of Canada (CAC) on Nov 17 with a goal to look into the possibility of recognizing schoolcoach.ca courses as PD points in the CAC Locker; followed up with Football teams making sure assistant coaches are all listed as well.

Mike: learning his new role as Sr. Assistant Director and his role working with Provincial Hosts; working on registration system updates; Attended Golf and Cross Country Provincials; Working on Volleyball Preparation and making sure everything is ready for Provincials; making sure SUBWAY cards are getting out to schools; will be shifting focus to APM prep.

Shanna: Unified Bocce was excellent with 77 participants from 7 schools across the Edmonton and Calgary events; Unified is starting to grow in the province with 4 new schools; Lester B Pearson won the Special Olympics Alberta inaugural Unified School Award; expecting some challenges with Unified Basketball in the Spring but is going to try and have them all dealt with before hand – it is moving from 5 on 5 to 3 on 3.

Tyler: registrations opened in the last month for the National Athletic Director and School Coaching Conference to be held April 2017 in Toronto and for the 2017 AIAAA Leadership Training Institute in Canmore; Has had 10 new applications in the last month for the Grace College Masters Degree and CIAAA is nearing the next bonus payment; currently there are 25 registered in 602c at the NIAAA Conference in Nashville where Heather Bartling and Kate Greabeiel will be presenting; CIAAA has been accepted to host 2 courses at the PHE Canada Conference in Newfoundland (April 2017); OFSAA currently has deliveries planned in all 6 regional zones for the school year; CIAAA AGM coming up on November 10th in Edmonton.

5.2 Appeals

The EAC met on October 26th and heard 7 appeals. Brief details of the appeals and decisions made were shared with the Executive.

5.3 Compliance Officer

The Compliance Officer submitted a report of his first 2 months working on transfers with the new SRS. Executive reviewed the details and it appears things are moving smoothly.

5.4 Executive

Brief comments were shared by Executive Members.

6.0 Business arising

6.1 Action Item Updates

6.2 Recruitment and Undue Influence Issue update/discussion. Michael Keyes called in to be part of this discussion regarding an issue related to consequences outlined in July. The Executive agreed that the circumstances have changed and appropriate communication with the school principal will be undertaken.

ACTION ITEM

Tom to call Principal at School A to discuss

ACTION ITEM

John to work on document with Michael Keyes to share information about the Recruitment and Undue Influence case with the ASAA board

- 6.3 School B Follow Up
The Executive discussed this request and made the decision that if the online numbers surpass a 1A School, then the schools will need to register as 2 separate schools.
- 6.4 iMPACT Workshop: Confirm Dates, create planning strategy
This year's workshop will take place May 1-2 in Olds. We are looking at accessing the dorms at Olds College to make this a 2 day event for participants.
- 6.5 Policy Handbook Review
- 6.6 NFHS Student Leadership Conference
Three Hills School is planning on taking students again this year after a first successful trip to Indy. The NFHS is allotting up to 30 Canadian students to attend this Conference.

ACTION ITEM

Michael V. to double check what costs will not be covered by NFHS for the Student Leadership Conference this coming summer and report back to the Executive and Board.

- 6.7 Strategic Plan
With the meeting agenda being very full, this discussion was deferred to the next meeting
- 6.8 Scholarship Winners: The following "Pay It Forward" \$500 scholarship winners were decided upon by the zones and will be forward to Xerox to determine a winner for an additional \$1,000:

Calgary – Jacquelyn Cormier – St. Martin de Porres
South Central – Alexandra Epp – George McDougall
Calgary Independent – Austin Norlin – Heritage Christian Academy
North West – Savannah McKay – Beaverlodge Regional
North East – Sarah Melenka – St. Mary's, Vegreville
Metro – Danielle Kath – Strathcona Christian Academy
North Central – Joshua Thiessen – Living Waters Christian Academy
South – Rebecca Lowry – St. Michael's

ACTION ITEM:

Elyshia to create Pay It Forward Letters for John to review and send

- 6.9 Albertan Olympians/Paralympians (former ASAA Athletes)
Elyshia and Shanna worked on a list of former ASAA Athletes (some with photos that we had on file) who competed at the Olympics and the Paralympics this past summer in Rio. Shanna created an article which was posted to the website in recognition of those athletes.
- 6.10 Recruitment and Undue Influence Policy Review
John indicated he has not had the chance to work on this document yet.

7.0 New Business

7.1 Appeals/Requests

7.1.1 Late Registration Appeals

7.1.1.1 School C

Motion to accept Late Registration Appeal from School C

MOTION DEFEATED

7.1.1.2 School D

Motion to accept Late Registration Appeal from School D

MOTION CARRIED

7.2 Bids

- 7.2.1 Rural Wrestling: Parkland Composite, Edson
 - 7.2.2 Tier I Rugby: McNally Composite, Edmonton
- Motion to accept both bids for Rural Wrestling and Tier I Rugby

MOTION CARRIED

- 7.2.3 Without a host: Team Handball Tier II, Rugby Tier III
- ACTION ITEM: Mike to send confirmations to Parkland Composite and McNally about their successful bids**

ACTION ITEM: John to talk to Jerry Flaws about hosting Tier III Rugby

- 7.3 Lomond School Request for a Mixed Volleyball Team
- Motion to accept request to have a mixed volleyball team who will play in the boys league and follow the preset boys rules with the net height as per 2016-17 ASAA Handbook.

MOTION CARRIED (subject to approval from Zone Executive)

- 7.4 CSHSAA Request for access to all transfer and appeals information
- At this time, Zone Secretaries do not have access to the Transfer/Appeals portion of the SRS. It would be possible to give zones access to transfer information (student and the schools involved). This would require us to update the transfer form stating that completed information will be shared with the Zone Secretary of their zone but this would allow zones to see more personal information than they need on a day to day basis. In regards to appeal information, the information inside the appeals could be shared on a requested basis in a secure way (google drive that is password protected). Michael Keyes does not see an issue with sharing the information on a transfer.

MOTION:

To provide zones with basic information on transfers and appeals: name of student and school, decision on transfer/appeal. If a zone requests more information, it will be provided by the ASAA staff on an “as requested basis” with discretion to rest with the Executive/staff on how much information is shared.

MOTION CARRIED

- 7.5 Non-compliance of Football Teams (Concussion Course by all Coaches)
- Deanna went through the coaching lists of the Football teams registered in the SRS. She found that there were a lot of assistant coaches not listed on the rosters and contacted the schools to make sure that teams have all of their assistant coaches listed; very few concerns were expressed by coaches about having to take the course.

- 7.6 ATA Correspondence RE: Teachers’ conventions
- There is a new online form to book spots at the Teachers Conventions’ which ASAA has been asked by the ATA to use in place of the current one. ATA noted that there will be a date conflict with what they believed was Central Zone playoffs in 2019 because the Central Alberta Teachers Convention date is being moved to March 14-15 to avoid conflicts with the Canada Winter Games being held in Red Deer in February of that year. ATA believes the date conflict impacts Central Alberta basketball playoffs in 2019.

ACTION ITEMS:

- A. **Change the ASAA weblink for teachers to request exemption from convention to accompany teams to provincials**
- B. **Send a letter to ATA acknowledging their request and the Convention date change and inform them that the date conflict is not with Central Zone playoffs, but with ASAA provincials**

- 7.7 Monthly Sportsmanship Certificate (Heather Bartling)
- Heather would like to recognize great sportsmanship throughout the year, not just at provincials. She would like to start doing a monthly sportsmanship certificate and

recognition to students that would be nominated by our member schools. The recipients would be announced on our website as well as in the e-newsletter.

ACTION ITEM:

Heather will work on getting a committee together to pick the monthly recipients. She will also work on certificates and decide on a small memento to recognize these students.

7.8 Office Wall Mural

John has looked into getting a sticker mural for the far wall in the office opposite the main door utilizing a credit we have in place from Cowan Graphics. The Executive reviewed 5 examples of what could be done. Consensus was to go with Option 2 with the amendments that all pictures need to have students in them. The name of the sport should go at the bottom of the picture. There should be a header with the name/logo of the Association. This could potentially be made as a template for Cowan to sell to schools.

ACTION ITEM:

Provide the appropriate feedback/photo's to Graphic artist and get the mural ordered.

7.9 Wisdom Home School Issue

Wisdom Home School is no longer an accredited school in the province of Alberta therefore making the school ineligible to be a member school of ASAA. This is a decision from Alberta Education.

ACTION ITEM:

John to follow up with schools that have Wisdom Home Schooling students on their teams to ensure that those students are registered in ASAA member schools

(John's note: there were only 4 schools impacted of which only one was going to ASAA quarters. This week, a court upheld an injunction preventing the Government from shutting down the school right now, so at this time it is a moot point, but we will keep monitoring)

7.10 APM Discussion Topics: The following topics will be considered for the APM. Final decision to be made at the November 30 Executive meeting

- Registration System
- School Culture Course
- Unified Sports
- Fiscal Future/Issues for ASAA
- Recruitment/Undue Influence Policy

ACTION ITEM:

John and Mike to send out this information to zones and Commissioners. Michael S. to create a google form to get additional information about topics that our board would like discussed at the APM

7.11 ASAA Representation at Provincials

Representation at provincials was discussed and decided upon, subject to Commissioner availability

ACTION ITEM:

Mike to inform the above individuals of their responsibilities and parameters for travel expenses.

7.12 Livestreaming Costs

ASAA is moving to a paid model for the livestreaming starting this year at Provincials as outlined to the ASAA Board in May. Michael will send out a message to our hosts to notify them of this change to include in information packages, and a Notice will be posted on the ASAA website to inform all schools of this change

ACTION ITEM:

Mike to send out a message to our hosts and member schools, as noted above, notifying them of the changes to Live Streaming

7.13 Cross Country Provincials

CSHSAA put on a great event, despite about 150 the athletes not being able to attend due to weather complications in the North half of the province. This created a bit of a challenge financially as all food had to be ordered prior to the event and all other expenses were based on a full complement of athletes. The CSHSAA has experienced roughly a \$1000 deficit due to these circumstances.

Motion to subsidize the CSHSAA in the vicinity of \$1000, based on a final financial statement being provided, to help cover the financial loss they have incurred.

MOTION CARRIED

ACTION ITEM:

Create an “unpredictable weather” contingency fund and a NOM for the AGM.

7.14 Next meeting: November 30, 2016 (Red Deer) p.m./Appeals in a.m.

8.0 Adjournment