

MINUTES
ASAA Executive Meeting
Thursday, September 21, 2017
Percy Page Centre, Edmonton

In Attendance:	Tom Christensen, Past President	John Paton, Executive Director
	Rick Gilson, President	Michael Steele, Sr. Assistant Director
	Sheila Garber, Director of Athletics	Deanna Metro, Assistant Director
	Toby Boulet, Director of Athletics	Elyshia Korobko, Admin Assistant
	Hank Smid, Director of Athletics	Shanna Kurylo, Unified Sports
	Tim Main, Member at Large	Drew Hanson, CIAAA
	Morgan Munroe, Compliance Officer	

Meeting was put into session at 9:11 a.m. by Rick Gilson

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 June 16, 2017

Motion to accept the minutes from the Executive Meeting of June 16, 2017

MOTION CARRIED

3.0 Adoption of the web minutes from the Executive Meeting of June 16, 2017

Motion to accept the web minutes from the Executive Meeting of June 16, 2017

MOTION CARRIED

4.0 Financial

4.1 Unaudited & Unadjusted Year End Financial Report – August 31, 2017

Accepted as information

4.2 Interim Financial Reports to September 20, 2017

Motion to accept the Interim Financial Reports to September 20, 2017

MOTION CARRIED

ACTION ITEM: Deanna, Mike & Elyshia to do a spot check on Football & Volleyball coaches to make sure everyone is registered in terms of coaching staff; send a reminder email to all Athletic Directors that all coaches need to be registered.

5.0 Reports

5.1 Staff

John – Outside of day to day office happenings, has had ongoing communications with a wide variety of groups including Coaching Association of Canada, CCES, Athletics Canada, Minister Marg McCuaig Boyd, Alberta Sport Connection and more. He also worked on a new sponsor proposal and was able to present to and confirm Alberta Milk for another three years at \$30,000. John and Scott Bezibuak (CIAAA) traveled to Australia where they had some school visits and presented a couple of sessions at a Heads of Sport conference there.

Mike – First Volleyball ranking period has ended and has given some minor issues. Teams are not eligible for ranking until they have entered at least one score via the SRS. Some Executive suggested that perhaps the first ranking period may be too early. Mike has done 2 site visits with Michelle, Darryl John (1 visit) for Cross Country Provincials. The event will be held at Rundle Park in Edmonton; there are pros and cons in working

with the City of Edmonton. SUBWAY Cards will be available again this year; there have been some challenges in working with the marketing agency, which has pushed the timeline back in actually getting the cards; budgeted revenue is \$30,000 so hopefully the delay won't have a negative impact. In June, we hosted a Rugby Summit involving stakeholders from around the province. Key takeaways included no desire to embark on Rugby 7's and continued uncertainty regarding the future of Tier III Rugby. There continue to be ongoing problems with Digital Echidna, and we have agreed to wait on the resolution of 3 issues, before the final cheque for \$10,000 is sent.

Deanna – Deanna has been working on Golf Provincials; her final championship to round out her first 12 months with ASAA. Working with Michelle at Metro has been great. Alberta Bowl is shaping up and will be hosted in Lacombe. Country singer Gord Bamford will be singing the National Anthem at the event, and discussions are occurring with Country singer Brett Kissell re possibly doing some songs after the Tier I final. This event is not expected to be a money making event like last year in Calgary. It is being held at the Lacombe Athletic Park where the County takes a 20% cut from the event gate revenue. Deanna feels fortunate to have another round of eager hosts for Basketball; many are way ahead of the game in terms of planning and preparations. There are new FIBA rules for 2017, which Deanna has sent to the Commissioners for review prior to sharing with our schools. Our sponsored Spalding basketball has a new colour this year, but nothing else has changed. We hosted a Cheerleading Summit in July that brought several key cheer partners together to discuss the future of Cheer. IMPACT facilities are booked for Olds College On May 15, 2018. There will be overnight accommodations available to those schools that need/want them. Deanna will be meeting with Heather Bartling in October to start planning the workshop. Mike and Deanna are both in the process of building out the Coaching Life Skills course in both English and French. The target date for completion is January 1, 2018, but very possible that it will be delayed. *Make the Call* course is ready and live. The course was created by CCES and targets student athletes and educates them on substance use and abuse. We have \$50,000 in grant money allocated to doing LMS upgrades, along with Mike and John, Deanna will be travelling to Indianapolis to meet with 77media and will start brainstorming what will need to be done and determining a multi-year funding model. We have been in discussions with CAC about the implementation of a data connector so that schoolcoach.ca courses can be recognized in the CAC Locker database for professional development points. National Coaches Week will be held September 23-30, 2017 and we want to encourage everyone to join in on the social media campaign #ThanksCoach. There will be a social media contest for participating schools with prizes donated from Alberta Milk.

Shanna – Bocce events will be held again this year in both Calgary and Edmonton. Shanna is looking for more volunteers for the event in Edmonton. She is hoping to send two Unified Bocce teams to the Special Olympics Ontario High School Championships in June, 2018. A student from Delia High School reached out to Shanna about hosting a Unified Bocce event as part of a school project based around inclusivity. Shanna plans to attend that event and has helped the student get in touch with a Special Olympic Canada team member as well. Shanna will be attending the SSC Meeting in Whistler to present to School Sport Canada delegates and Special Olympics provincial representatives will be attending as well with intentions to start building relationships between the two groups in their respective provinces. Bert Church High School is this year's recipient of the Unified School of the Year award and will be accepting said award at the Special Olympics Alberta Awards Luncheon. This year at Cross Country Provincials, there will be a 2km Para race. Note that we will be following Athletics Canada rules and only visually impaired students are allowed a guide runner. The ASAA has also received a combined \$45,900 in grants from Make A Diff and the Jumpstart Foundation grants to be used for purchasing Para Athletics equipment and coach education for Para athletes in high schools.

Elyshia – Coordinated the first mailout of the school year with lots of help from other office staff. Assisted with the office clean up and some reorganization as Drew joined the office staff. Elyshia worked with Mike to create a “Permission to Travel Form” which has been very successful in letting us know where our teams are traveling to, noting some events that have never been sanctioned in the past. The Executive/Staff apparel order has been submitted be ready at the October Executive meeting. Elyshia has been busy preparing for the first Appeals hearing and first Executive meeting of the year.

Drew - Drew did some training with Tyler from August 21-24th and covered the organizational history and progress of the CIAAA. Drew was also introduced to key stakeholders of the organization. He will continue to have weekly scheduled meetings with President Scott Bezubiak and daily contact with John. The emergent focus for Drew is finances as CIAAA is operating yearly deficits and has accrued a debt to ASAA. Solutions will be found in budgeting conservatively and tightly controlling expenditures. In April, the CIAAA Conference lost \$20,667.86. There was an agreement between CIAAA and OFSAA to split profits, but nothing stated about if the conference lost money and this created angst for Tyler. Recently, OFSAA agreed to has contribute \$7,989.83 to cover some of the losses. The ASAA has a contingency fund for AIAAA of approximately \$12,000. CIAAA is asking for \$6,339.01 of that fund to help cover some of the conference losses. The CIAAA is also asking for up to \$2,000 in travel assistance to the NIAAA Conference as they have been invited to teach a course – this would allow the CIAAA to send 2 presenters.

Motion to cover \$6,339.01 for the CIAAA Conference deficit and up to \$2,000 for travel to the NIAAA Conference from the AIAAA Contingency Fund

MOTION CARRIED

Drew will also be working on refocusing the CIAAA as the growth of the CIAAA past Alberta and Saskatchewan is going to be dependent on activating other provinces either on a mandatory membership plan or through some other financially viable and supportive mechanism. Membership benefits will need to be enhanced and this may include creating an extensive Resource Bank – this would focus on time-saving tools for Athletic Directors and Coaches as well as having thought provoking/informative articles available to the same audience. The 2018 National Athletic Directors Conference will be held in Regina on April 19-21. Drew hopes to be able to open registration for the conference on October 2. Drew will also be applying to have CIAAA present at Teachers’ Conventions throughout Alberta and Saskatchewan.

5.2 Appeals Recap

The Executive Appeals Committee listened to 8 appeals on September 20th. The decisions for each appeal and some rationale was shared with the Executive Committee.

5.3 Compliance Officer

Morgan was able to attend the Executive Meeting to share his experiences with the transfer system thus far. So far this year, he has had 184 transfer requests which is up from 128 at this time last year. Morgan denied 3 transfers which were then brought to the EAC. Morgan is finding that sending school principals who need to write letters for Educational Transfers don’t realize that they need to log back into the SRS to approve/deny the transfer. He is also concerned with the number of transfers placed in the ‘other’ category. Some schools don’t mark their transfers in the right category, which then has Morgan and Elyshia having to log in to change the type of transfer and reach out to the school to have them upload the correct documentation. Morgan would like to have a bit more access to the back end of the SRS so that he is not always relying on ASAA Staff to look up information for him.

- 5.4 Executive
 - The Executive shared highlights from the past month.

- 6.0 Business arising
 - 6.1 Action Item Updates
 - Action Items from the June Executive Meeting were discussed; some still being followed up
 - 6.2 NIAAA: Phoenix Travel, Accommodation and Conference Registration plans were discussed for those attending.
 - 6.3 Basketball Alberta: Paul Sir came in to present to the Executive about a number of issues and potential collaborations. Would like a subcommittee and members in the meeting suggest a possible basketball summit as goal for the future. Further discussions will occur with staff and Executive as required.
 - 6.4 Holy Rosary Hazing Issue 2016
 - John has received another anonymous call from a concerned teacher asking if the ASAA is looking into the hazing situation from last year. John responded that the ASAA has not, as the RCMP and school district have been involved with the issue since the beginning and based on that, it is not under the ASAA's purview.
 - 6.5 Outreach School Membership Fees
 - The Executive discussed the unique nature of Outreach schools and several requests that have been received for membership fee reduction.
 - 6.6 Scholarship Winners: Milk & Pay It Forward
 - Thank you to the Committees who participated both this summer and fall to select the winners for both of the scholarships. Winners have not been contacted yet but that will happen very shortly. We are still waiting for Xerox to give us the overall winner for the Pay It Forward Scholarship.
 - ACTION ITEM: Elyshia to have John review the scholarship letters; Elyshia to mail out the Milk Winner letters ASAP.**
 - 6.7 SACHS Ejection
 - John has been in contact with both principals at SACHS. The new Principal will look into this issue, especially as ejected coach John Dedrick is coaching again this year.
 - 6.8 "If time allows" issues (time did not allow)
 - 6.8.1 Policy Handbook Review
 - 6.8.2 Strategic Plan
 - 6.8.3 Recruitment and Undue Influence Policy review

- 7.0 New business
 - 7.1 Appeals/requests:
 - 7.1.1 St. Anne Academic Centre: Outreach school fees
 - 7.1.2 Late Registration Appeal – Raymond High
 - Motion to accept Late Registration Appeal
 - MOTION DENIED**
 - 7.1.3 Fort Vermilion Learning Stores: Outreach school fees
 - 7.1.4 Central Zone Outreach Schools: Outreach school fees

Motion to create a fee schedule for Outreach Schools in the province. The base fee would be \$60 for the first ASAA sport participated in per year and an additional \$40 per subsequent sport to a total of three different ASAA sports. Any additional sports after 3 will result in Outreach Schools paying for the full ASAA membership fee.

MOTION CARRIED

7.2 Bids

7.2.1 Available Championships for 2017/18 (Cheer, Team Handball Tier II, Rugby Tier III). It was noted that there have been no bids for these championships yet. Policy indicates that if a championship does not have a host by one month before the championship date, it may be cancelled.

7.3 Schoolcoach.ca: Vision

Deanna shared that ASAA has some money to play with to update the Schoolcoach.ca website. We will be able to change some of the features as well. There is the plan to join the Locker Database (NCCP Courses). Deanna is welcoming any feedback on how to improve the site and will also be talking to participants at the School Sport Canada meeting.

7.4 Lorne Wood Nominations (none submitted to date)

An extra week was decided on to try and get some nominations in.

ACTION ITEM: Elyshia to send out an email to Zone Secretaries and Athletic Directors to send in nominations for the Lorne Wood Award

7.5 Football/Volleyball Provincial Travel – Staff/Executive/Commissioners

Locations were shared with Executive as to where it works for everyone to attend during the Provincial events.

7.6 Livestreaming

A discussion was had regarding the equipment used for livestreaming at Provincial events. A school or host does not need to rent the equipment from Sportscanada.tv if they have access to similar equipment through the school or their community. There is the realization that sometimes this can be very expensive to have enough cameras available to stream provincials. AS an example, 4A Volleyball would need 6 cameras and 4A Basketball would need 8 cameras to start with and then would drop down to needing 4. Is it reasonable to give 5 out of the 8 required cameras to the host and have them sort out the remaining 3?

It is a requirement to host all of the games at Provincials.

ACTION ITEM: Mike and Deanna to include live stream information in the bid information for hosts who are submitting a bid for provincials.

ACTION ITEM: Mike and Deanna to make sure that there is a livestream schedule posted for each provincial championship.

7.7 Joint Teams Notice of Motion

ASAA Staff shared a new notice of motion with the Executive before it is shared with our zones. The only suggestion is to make sure that the wording is correct and consistent.

7.8 Transfer Process – Request for Review from Principals

The ASAA Staff have received a number of phone calls and emails regarding the Principal involvement in transfers. Many Principals do not realize that they need to log in to complete a transfer as a sending school. Mike and Deanna will look into this to see

if there is a way to streamline the process a little bit for schools.

7.9 Cheerleading Summit

Deanna hosted a Cheerleading Summit this summer to talk to individuals within the Cheer Community, along with our Cheer Commissioner and the Alberta Cheer Association. There have been many issues with getting events sanctioned so that ASAA teams can compete during the season of play. A discussion was had regarding the hosting of Cheerleading Provincials, as many schools do not have access to facilities that could host the competition. An idea came up that perhaps we could have a permanent home for Cheerleading Provincials (Edmonton), where there is a committee that runs the competition.

ACTION ITEM: Deanna to approach Metro Athletics to see if they could be the permanent location host for a period of 3 years for Cheerleading Provincials.

From the Cheerleading Summit, came a number of Notices of Motion that will be presented at the Annual Planning Meeting in November and December.

7.10 Appeals – Oct 25 – Deerfoot Inn & Casino (Sheila, Rick, Toby, Tom)
November Appeals – Michael V, Sheila

7.11 Next Meeting: Oct 26, 2017 – Deerfoot Inn & Casino

8.0 Adjournment

Motion to adjourn meeting at 2:49 pm

MOTION CARRIED