



*MASSACHUSETTS SECONDARY SCHOOLS ATHLETIC DIRECTORS ASSOCIATION*

✦ John Lynch, Executive Director  
✦ Mike Roy, 2<sup>ND</sup> Vice President  
✦ John Lynch, Treasurer  
✦ Phil Vaccaro, Conference Coordinator

✦ Karrah Ellis, President  
✦ ANDY CRISAFULI, 3<sup>RD</sup> Vice President  
✦ Dick Baker, Public Relations

✦ Mike Denise, 1<sup>st</sup> Vice President  
✦ Tania Rich, Secretary  
✦ Jim Abel, Past President

**Executive Board Meeting Agenda**

**October 3, 2016 @ MIAA 10:00am**

Members in Attendance: Karrah Ellis, Tania Rich, Andy Crisafuli, Mike Denise, John Lynch, Phil Vaccaro, Dick Baker, Bill Gaine, Dave Lezenski, Melissa Dlugolecki, Jim Quatromoni, Scott Francis, Jim Abel, Ryan Murphy, Rich Riley, Jay Costa, Thom Holdgate, Michelle Denise, Joan Schultz,

Regrets Received: Mike Roy, Mike Capotosto

Call to order at 10:11am by President Karrah Ellis.

**1. Secretary Report – Tania Rich**

a. May 2016 revisions

- The position of MSSADA Asst Awards Chair and Asst LTC Coordinator **were open.**

b. September 2016 revisions

- End of the Year Tournament Data – 3.6 million /2.9 million in expenses/net approximately  
**\$662,000**

-District B - GBL moving to District A for **Spring 2017 season**

Motion to approve meeting minutes from May and September by Dave Lezenski second by Thom Holdgate (approved 14-0-0).

**2. Treasurer's Report - John Lynch**

John distributed an Income/Expense (5/1/16 through 9/30/16) report and a transaction list for September 2016. In the bank, MSSADA currently has approximately \$54,000 (approximately \$12-13K in checking account and \$42,474 in the money market).

Motion to approve the treasurer's report by Thom Holdgate second by Dave Lezenski (approved 14-0-0).

**3. MIAA Executive Director Report - Bill Gaine**

Thanked board members for their presentations at the district workshops. Six workshops completed and 2 meetings to go.

Thanks to Rich Riley for everything he does for the association. Letter from the NIAAA.

The BOD has been dealing with litigation in Central Mass regarding a football player at Shepherd Hill. The next court date is Wednesday, October 5, 2016. Bill shared a copy of his affidavit. There is an overall frustration among member schools in Central Mass and the MIAA as there has only been one side of the situation reported on in the newspaper and social media. However, Bill mentioned that the MIAA will not go out to the public with information regarding this situation as it pertains to an individual student-athlete.

Data for the Annual Meetings (5 years) –

Should attendance be required for the annual meeting? Should there be a penalty?

	<b>Principal Assistant Principal</b>	<b>Athletic Director</b>	<b>Total</b>	<b>Votes</b>
2012	80	165	245	183/171
2013	54	134	188	142/105
2014	60	122	182	140
2015	48	140	188	150
2016	77	255	332	276/266

- Approximately 1/3 of principals attending the meeting
- Suggestion to shift focus of annual meeting towards athletic directors; work on program collectively to make it beneficial and valuable for attendees
- Send out a “Save the Date for the Annual Meeting” – Put it on the calendar and send out reminders early; letter from MIAA/MSSADA about the importance of attending the meeting
- What schools are not attending? Is it due to geography?
- Discussion around requiring a representative from reach school at the annual meeting unless there is an extenuating circumstance. Penalty? Suggestion to add a fine onto the institutional dues for not attending the annual meeting.
- Districts reps will check with each district and request input from schools; Mike Denise will create a statement that can be sent to schools to get feedback

#### 4. MIAA Board of Directors Report - Thom Holdgate

The BOD met on September 28, 2016. Next meeting is scheduled for November 7, 2016.

Updates:

- Finance and Personnel Committee will have a joint meeting in March with MSSAA
- Financially in good shape. Audit is ongoing and will have full report next meeting.
- Endowment Grant requests have begun. 4 grants approved.
- Role of Principals Sub Committee – Held a phone conference in mid-September. How can they raise awareness? Looking at means to reach out to Assistant Principals/Deans to attend an MIAA orientation.
- Inclusion Committee Report – Met on September 19, 2016. Rachel Moo is leading the group, which includes members outside of the MIAA (i.e. members of SOMA). The goal is “To Foster Diversity Amongst our Schools.” Planning an inclusion symposium in 2017 (more info forthcoming).
- Stephanie Sibley – Principal at the Excel Academy (South Boston) has been selected as a minority member of BOD
- Field Hockey Rule Change – MIAA will reach out to other states for information. Dave King was on a conference call about field hockey wanting support about concern on boys playing field hockey. The 1979 ruling makes this impossible because of the state’s ERA.
- The committee recommendation of ratifications at large leadership positions was approved
- Termination of the GBL – GBL has joined the Northeast Conference. The schools move from District B to A.
- Executive session to discussion the Holy Name/Shepherd Hill transfer issue

District Workshop Updates: 5 of 8 completed. Principal, MSSADA member, and student advisory member speaking at each workshop.

Workshop attendance:

- District B - 45 - 42 AD's, 6 Principals
- District C - 61 - 60 AD's, 23 Principals
- District E - 73 - 59 AD's, 18 Principals
- District F - 51 - 45 AD's, 24 Principals
- District G - 11 - 11 AD's, 10 Principals

Ball Agreement Updates: The BOD had an informational discussion about ball agreements. Sport committees had the power previously, but then it went to an individual to work with corporate sponsorship and contracts going to the highest bidder. Sport committees discussion around the tournament ball took up a lot of time and many committees could not come up with a decision, which is why the decision making left the hands of the specific sport committees. Ball contracts have been a significant source of income for the association.

#### **5. Executive Director Report - John Lynch**

NIAAA Scholarship Essays – Have not received any. John will send Tania the information to send out to the association.

MSSADA will be hosting the Section 1 meeting on Monday, March 27, 2016. We need to discuss gifts for this meeting. Approximately 25 attendees. Request information from CT on what is needed to host this meeting.

#### **6. Public Relations Report - Dick Baker**

Necrology report - Bob D'Agostino (Longmeadow) and Barbara Hood (Billerica)

Dick will work directly with Mike Denise to decide on the date/time for the Coaches Ed instructors course at the conference.

#### **7. LTC Coordinator Report - Rich Riley**

Attended the National LTI Coordinator meeting in Indianapolis in September

Distributed the LTC Report and Plan for 2016-2016

- LTC 502 – November 7, 2016 @ MIAA; LTC 501 – January 9, 2017 @ MIAA
- Current plan for MSSADA Conference: LTC 504, 506, 508, 610, 710-B

NIAAA Updates

- New Courses: 503 (Enhancing Organization Management) and 715 (Athletic Administration: Appropriate Professional Boundaries: Identifying, Implementing, and Maintaining)
- Goal of developing on-line courses by the end of 2016-2017 school year
- New and updated 501 and 502 courses due to the new creation of 503
- In January 2019, the CAA Certification will require LTC 501, 502, 503, 504, and 506
- The CAA exam will be administrated online following the 2016 National Conference

## 8. Conference Updates – Phil Vaccaro & Michelle Denise

- Distributed suite registration forms to district reps
- Registration forms for rooms for MSSADA conference and sponsor/vendor information has been updated online and posted on the website; Phil will send an email to all vendors next week
- Play money for vendors to give out to AD's to be used to purchase raffle tickets; BVT will look into printing the play money
- Working on conference gift ideas and then will be seeking potential sponsorship
- Mike Denise is working on planning the conference and workshop sessions

National Conference – MIAA Brunch will be Sunday, December 11, 2016, at 10:00am

## 9. Awards Chair Report - Terry Riley

- Distributed the lists of nominees for each award. District reps must send Terry the names of award winners ASAP
- Athletic Director of the Year
  - Suggestion to have the board vote to select the AD of the Year
  - Rubric
    - Terry will send out the rubric through google docs
    - Review the rubric. Make edits in red by October 28, 2016.
  - District reps should be prepared to speak about the nominee
- All award information must be submitted by October 21, 2016
- Board will vote during the November meeting

## 10. District Reports

- A. Dave Lezenski - District A
  - a. District Workshop is scheduled for October 19, 2016.
  - b. Met with a representative of each league to submit award winners
  - c. Story on Twitter. Reps will be sending something special to a boy with autism that mentioned he had no friends at his back to school night; asking schools Christopher Cornelius, 96 Valley View Drive, Rockaway, NJ 07866
- B. Melissa Dlugolecki - District B
  - a. Nothing new to report.
  - b. Concerns from District Workshop – format of the workshop, making it more interactive and more resourceful
- C. Jim Quatromoni - District C
  - a. District Workshop last Tuesday
  - b. Topics that came up: Coached Education (easier way for teachers, more online options), MIAC (no representative for District C)
  - c. Institutional Registration – Check box for Coaches Education – it is difficult due to volunteer and sub-varsity coaches; questions around the wording
- D. Scott Francis - District D
  - a. District Workshop is scheduled for October 14, 2016
  - b. Discussed middle-level waivers and co-ops due to a number of small schools
- E. Jay Costa - District E
  - a. Nothing to report. Meeting scheduled for Tuesday 10/11
- F. Mike Capotosto - District F
  - a. Not present
- G. Joan Schultz - District G

- a. Meet on October 14, 2016
- b. District Workshop went well
- H. Ryan Murphy - District H
  - a. District workshop went well.

#### **11. Old Business**

- a. Attendance at Annual Meeting – Mandatory? Penalties for not attended?

#### **12. New Business**

- a. Executive Director Position
  - Executive Board interviewed Fran Whitten this morning
  - Motion to appoint Fran Whitten as the Executive Director by Thom Holdgate second by Dave Lezenski (approved 14-0-0).
- b. Discussion of Districts and Sections (Re-evaluate) - Organize sub committee
  - a. Tabled to the November meeting
- c. MSSADA Membership Update – Voted to award a 2 night stay for the district that had the highest percentage of paid members by September 16, 2016. John will report out the winner next meeting.
- d. MSSADA sponsors the Sportsmanship Summit
  - a. Jon Gordon will be speaking
  - b. Bill Gaine Award – Ryan Cogswell
  - c. Ron Burton Award – Pete Frates

#### **13. Other**

- Free Coaches Education Course – Phil/Dick will send more information

Meeting adjourned at 12:01pm

Motion by Melissa Dlugolecki. Second by Terry Riley.

Next Meeting: Monday, November 7, 2016 at 10:00am

Respectfully Submitted,  
Tania Rich