



🏠 **Location:** Zoom
📅 **Date:** September 28, 2020
🕒 **Time:** 9:30am

Board of Director's Meeting

- I. **Call to Order – Joe Breinig, CMAA, President**
 - a. Pledge of Allegiance
- II. **Roll Call and Introductions – Adams, Bauder, Beamer, Bowen, Breinig, Brown, Bukva, Cabbler, Carter, Cole, Coleman, Corprew, Costello, Curd, Dietze, Dike, Dolan, Edwards, Farrey, Felton, Forgas, Frye, Hiserman, Horning, Hunter, Kemper, Leach, Leake, Lilly, Litton, Makowski, Martin, Matthews, Morris, Mullen, Nowak, Parker, Patterson, Payne, Pearman, Peters, Phillips, Qualls, Rhodes, Richeson, Ritter, Robbins, Rollison, Sanabria, Stratton, Sullivan, Tribus, Tyson, Wade, Whittington, Williams**
 - a. **VHSL Staff - Dolan**
- III. **Announcements**
- IV. **Reading and Approval of the Minutes – Brad Qualls, CAA, Secretary (Motion to accept the May BOD minutes Kemper, Second Lilly - approved)**
- V. **Treasurer's Report – Michael Payne, CAA, Treasurer (Motion to approve- Litton, Seconded by Corprew – approved)**
 - a. **Current Balances (Checking: \$23,75510 Money Market: \$49,818.21)**
 - b. **Outstanding Bills – no current deposits, there are a few pending reimbursements from the AD's Workshop**
- VI. **President's Report**
 - a. **Summer New AD workshop was amazing. Thank you to Chris Felton and Lisa Corprew and their staff for an amazing job. Special thanks to Rodney Redd at Charlottesville and his staff for their hospitality.** Chris Felton spoke about the workshop – 37 delegates at Charlottesville HS. Theme was “Stepping Stone”. Thanked sponsors, received NIAAA OutReach Grant, 17 attendees have already started their certification process. LTI 503 is free via OutReach Grant for those who still need to complete it. Made \$4064.54 this year.
 - b. **VIAAA Teaching Faculty – Kevin and Dick have done a great job transitioning the LTI classes to an online format.**
 - c. **VHSL (Bob)**
 - i. **Donate to VHSL Foundation – \$500 – vote (Motion made by Stratton, Seconded by Lilly – approved)**
 - ii. **Golf tournament VHSL hole sponsor – \$500 – vote (Motion made by Stratton, Seconded by Litton – approved)**
 - iii. **Donation for hall of fame machine** -- spoke about supporting the VHSL financially to help with the purchase of the HOF machine. The VIAAA would make a one-time donation for the machine. The officers decided to hold off on the donation until the VHSL is ready to move forward with the purchase of the machine.
 - iv. **Take entire staff out to dinner in November – (Motion made by Stratton, Seconded by Tyson – approved)**
 1. **Shut down office, VIAAA officers take staff out as a thank you**
 2. **Work to build and maintain positive relationship with VIAAA and VHSL**



- d. **50th Anniversary celebration – will take place in Richmond at state conference in 2023 and 2024** (Motion made by Stratton, Seconded by Dietze – approved)
- e. **Conference this year in Charlottesville** – flyer was shared and info will be posted November 1st on the website
- f. **CAA test date offerings** – Jan. 25th at VHSL office 1pm, March 23rd at Conference in Ashlawn and Highlanes room at 10am
- g. **Timeline of HOF/Award nominations and important dates each and every year.**
 - i. **Put on a singular document so everyone will know and get that out to everyone** – it is posted on the website under the appendices for regional reps to access
- h. **VIAAA Golf Tournament – move to March 11th around March membership meetings or March 22nd at the beginning of AD Conference** - discussion about both dates – March Membership Meetings (3/11) would allow principals and other administrators participate if needed. Chris Felton mentioned that the golf tournament money goes towards the scholarships and we need to make sure it happens if possible, Scott Morris said we could do it during the VIAAA Conference as well as there are no plans for a golf outing during the Conference. Dick Kemper discussed doing tournaments at both the Membership Meeting and the VIAAA Conference. No decision was made and officers will discuss further.
- i. **Scholarship application – Chris Felton to explain – Chris spoke about changing the language for this year only by adding any potential athletic letters that the student would have earned during COVID school closings** – (Motion by Felton, Seconded by Qualls – approved)
 - i. **Scholarship deadline moved from Dec. 15th to Dec. 1st** –to streamline all deadlines (Motion made by Kemper, Seconded by Corprew – approved)
 - ii. **Career awards move from Jan. 31st to Feb. 1st** – (Motion made by Corprew, Seconded by Kemper – approved)
 - 1. Both changes will align all of our deadlines to either Dec. 1st or Feb. 1st for consistency
- j. **Travel reimbursement – explain new form and make sure everyone is clear on the exact reasons how and why you can get reimbursed** – Joe Breinig reminded that travel reimbursements can only be turned in by/for the driver of a personal vehicle.
- k. **Stipend for treasurer position – \$1000 per year** – we compared with other states of what treasurers get paid and the Officers approved yesterday. This will be a POP Manual change and would go in effect after the conference and would be retroactive for this year (Motion Litton, Seconded Peters – approved) Dick Kemper brought forth the possible payment of other positions.
- l. **Region Invitees requirements and rotation (serve as an alternate)**
 - 1. **Rotation Schedule** – Today’s guests are Ronald Cabbler (Woodrow Wilson) Michael Whittington (Churchland)

Jan. 2020	May 2020	Sept. 2020	Nov. 2020	Jan. 2021	May 2021
1D, 2D,	5D, 6D,	3A, 4A,	1B, 2B,	5B, 6B,	3C, 4C,





3D, 4D Northern Ind.	1A, 2A Eastern Ind.	5A, 6A Central Ind.	3B, 4B Southwest Ind.	1C, 2C Northern Ind.	5C, 6C Eastern Ind.
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VII. President Elect's Report – Kenny Edwards, CMAA

- a. **Updated BOD and Committee Chair Contact List** – welcomed new BOD members
- b. **Region Reps and Committee Chair Current Vacancies** – Region reps will receive a cheat sheet from Kenny Edwards after the meeting. Only vacancy is the Public Relations Co-Chair

VIII. Past President's Report – Derek Farrey, CAA

- a. **Pop Manual Updates** – thanked Lisa Corprew and Rick Lilly and the updated manual will be presented at a future BOD meeting for approval.
- b. **NIAAA Section 2 delegate** – There were 4 candidates that interviewed and Lisa Corprew and Scott Morris were both selected to be brought forward to the BOD. Both spoke to the BOD to promote themselves for the Section 2 Delegate position. Qualified voters were reviewed based on the POP Manual. Vote was taken. Lisa Corprew will be the Section 2 Delegate for the NIAAA.

IX. Executive Director/NIAAA Liaison – Bob Stratton, CAA

- a. Thanked Bruce Bowen for his service and commitment to the VIAAA. Officers Retreat and New AD's Workshop took place this summer. Spoke about partners and vendors for this upcoming year and commitment level. Reach out to Bob if you know of any potential partners or vendors. Shared the Executive Director's Report with the BOD. Discussed hosting a monthly webinar for new AD's with Bob and VHSL representatives. First webinar will be 10/8. Bob is working with Bruce to ensure a smooth transition.

X. VISAA Report – Dick Kemper, CMAA

- a. Struggle with the "connection" of the VHSL and VISAA postseason during the pandemic, budget is frozen, signed a 10 year agreement with a sponsor, ADHOC Committee survey will be going out to schools about participating in winter sports, Some schools are currently playing fall sports.

XI. VHSL Liaison – Tom Dolan, CAA

- a. **Overview of current VHSL topics** – looking at state championship site venues and has concerns for some events, concerns with wrestling practices during social distancing, currently we are still in Phase 3. Staff is working closely with the Governor's Office to be proactive and getting information and asking for consideration to help ease the transition back to sports/activities. Staff has been working on mitigation strategies and will be producing for member schools to use once approved. Weekly webinars are being held on Tuesdays at 1:00pm via Zoom.





- b. **Additional information from the Executive Committee Meeting** -- 4 Class Model is under discussion and will be reviewed, VHSL October Membership Meetings will be held via Zoom on October 12 (Classes 1,2) - October 13 (Classes 3,4)- October 14 (Classes 5,6)- October 15 (staff meeting with Group Board Officers), October 16 (webinar Membership Meeting), March Membership Meetings will be March 12th (hopefully in person). Deb Tyson and Joe Breinig thanked the VHSL staff for their hard work and commitment during this time.

XII. Standing Committee Reports

- a. **Awards – Chris Rollison, CAA; Tom Dolan, CAA** – mailed out awards that were requested, will be collecting awards for this upcoming conference
- b. **Exhibitors –John Fox, Wendy Baylor RAA** – no report
- c. **Finance—Mike Tribus, CAA, Dwayne Peters, CAA** - no report
- d. **Leadership Training – Kevin Adams, CAA; Dick Kemper, CMAA** – Summer Institute was held virtually and was a success. Thanked LTI instructors. Discussed new/updated courses for NIAAA Virtual Conference. Information for course offerings will be available by the end of this week
- e. **Mentorship Program – Tim Leach, CAA, Scott Morris, CMAA** – mentorship is going well and everyone is paired up. Tim would like to be involved in the monthly webinars with Bob Stratton and the VHSL
- f. **Membership – Bob Robbins, RAA; Lisa Corprew, CAA** – New membership cards are in and will be mailed out to our annual members this week, working with Bob Stratton to get Past President cards, Pay K-12 is a good partner for membership cards, Lifetime members can get new membership cards if yours is faded or broken.
- g. **Middle School – Jonathan Bukva CMAA, Wendy Baylor, RAA** – will be reaching out to the officers to see what his exact responsibilities are for the BOD, Jonathan is available for support and help if needed for Middle School AD's
- h. **POP Manual – Chris Robinson, CAA; Rick Lilly, CAA** – POP Manual updates will be given to BOD members once approved
- i. **Professional Development – Kristy Hunter, CAA; Jeff Dietze, CMAA** – working on getting everyone certified. Video about certification was displayed for BOD members.
- j. **Public Relations – Lucas Brown, CAA; Mickey Swartz, RAA** – Virginia is in special session right now
- k. **Publications – Jessica Horning, CAA; Lisa Makowski, CAA** – working on the ADmission, changed the distributor/company, please send articles by deadlines, first set will be due October 12th
- l. **Retired – Bruce Bowen, CMAA; Donna King, CMAA** – 80 retirees, will send a retiree list to the BOD this week for review. Bruce sends newsletters to retirees to keep them up to date and engaged.





- m. **Scholarship – Chris Felton, CAA; Mike Costello, CAA** – applications will go out in October.
- n. **Technology – Matt Pearman, CAA; Lisa Corprew, CAA** – VIAAA Twitter: <https://twitter.com/viaaa95> Facebook Group “Virginia High School Athletic Administrators” - <https://www.facebook.com/groups/1483618348487394>
Thanked Lisa Corprew for her hard work with technology and the website. New BOD members need to send a headshot to Lisa Corprew to add to the VIAAA website. Send any articles to Lisa for the National publication.
- o. **Ways and Means – Dan Jones, CMAA, Joey Richeson, CAA** – no report

XIII. Old Business – no business

XIV. New Business –

- a. Dwayne Peters needs the name of the VIAAA conference for the college class through Hampton University
- b. If interested in the President Elect position, email Derek Farrey
- c. Lisa Corprew has been selected as the Section 2 NIAAA Delegate

XV. Adjournment at 11:29am

2020-21 VIAAA Board of Directors Meeting Dates

Officer Meeting Dates

Monday, July 13, 2020	TBD	10:00 a.m.
Sunday, September 27, 2020	Virtual	4:00 p.m.
Sunday, November 15, 2020	Hyatt Place, Charlottesville	4:00 p.m.
Sunday, January 24, 2021	Hyatt Place, Charlottesville	2:00 p.m.
	Past President’s Meeting	4:00 p.m.
	Past President’s Dinner	7:00 p.m.

(Snow Date: TBD)

Tuesday, March, 2021	Pre-Conference Officers, Charlottesville	9:00 a.m.
Sunday, May 2, 2021	Hyatt Place, Charlottesville	4:00pm

Board of Director’s Meeting Dates

Monday, September 28, 2020	Virtual	9:30 a.m.
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Monday, November 16, 2020	VHSL League Office, Charlottesville	9:30 a.m.
Monday, January 25, 2021	VHSL League Office, Charlottesville (Snow Date: TBD)	9:30 a.m.
Wednesday, March 24, 2021	Pre-Conference BOD, Charlottesville	8:00 a.m.
Friday, March 26, 2021	Annual Business Meeting, Charlottesville	10:45 a.m.
Friday, March 26, 2021	Post Conference BOD, Charlottesville	2:30 p.m.
Monday, May 3, 2021	VHSL League Office, Charlottesville	9:30 a.m.

Executive Committee Meeting Dates

September 23 2020	Executive Committee
October 13, 2020	Group Boards/Membership--Charlottesville
February 2, 2021	Executive Committee
March 11-12, 2021	Group Boards/Membership----Richmond
May 5, 2021	Executive Committee

NIAAA Section 2 Meeting

Wednesday, June 16-18, West Virginia

Summer Institute (Charlottesville) – Online due to Covid-19

503, 504, 508, 614, 625, 630, 724, 799 Charlottesville High School

NADW Dates

July 27-29, 2020 Charlottesville High School

Golf Tournament Date

Course TBD--Charlottesville

National Conference Dates

December 12-15, 2020	Tampa, Florida
December 10-14, 2021	Denver, Colorado
December 9-13, 2022	Nashville, Tennessee
December 15-19, 2023	Orlando, Florida

State Conference Dates

March 22-27, 2021 The Omni, Charlottesville





CAA Test Dates

Monday, January 25, 2021

Tuesday, March 23, 2021

VHSL Office, Charlottesville

The Omni, Charlottesville

1pm

10am

VI AAAA & NI AAAA Dual Membership

Membership Benefits

- Interscholastic Athletic Administration, a quarterly professional journal written by and for athletic administrators
- \$2,000,000 student injury and property damage liability insurance while performing the duties of an athletic administrator
- \$2500 term life insurance
- A.D. Mission: The 3 issues of the VI AAAA Newsletter
- Complimentary Tickets to numerous state college and universities (You must join by August 15th)
- Accidental Death Insurance: \$10,000 in accidental death and dismemberment insurance (24-hour Coverage) VI AAAA application must be received by September 10th for the life insurance to be effective. Coverage is effective from October 1st to September 30th.
- Ability to purchase Long Term Health Care at discount rates, as well as discounts on Cancer Insurance and Accident Insurance
- Discount on registration fees for the National Athletic Directors Conference in addition LTI classes, certification and other services
- Opportunities to serve on national committees
- Support, communication and informational materials regarding key issues, through interpretation, best practices, research, explanation and education
- Opportunity to nominate students from your school for the NI AAAA Scholarship annually
- Opportunity for national recognition through the NI AAAA Awards Program

