

CLARK COUNTY SCHOOL DISTRICT
ATHLETIC ADMINISTRATORS MEETING MINUTES
CPD ROOM 143
Wednesday, October 19, 2011 – 1:00 PM

Present:

Arbor View – Roger Brown	Foothill – Dee Nuanes
Basic – Greg Hunter, Barb Gillaspy	Gorman – Grant Rice
Boulder City – Kent Roberts	Green Valley – John Scott
Canyon Springs – Laura Willis	Las Vegas – Dan Triana
Centennial – Doug Wilbur, Mike Livreri	Legacy – Brian Daw
Chaparral – Lolo James	Liberty – Kathleen Morse
Cheyenne – Ann Cella	Mojave – John Engel
Cim-Memorial – Clair Hart	Pahrump – Chris Brockman
Clark – David Smith	Palo Verde – William Keairnes
Coronado – Joe King	Rancho – Josh Katz, Renae Whitt
Del Sol – Rachel James, Rick Eurich	SECTA – Nick Brockovich, Dave Jones
Desert Oasis – Ron Isaacs	Shadow Ridge – Anita Romero
Desert Pines –Mike Rolands	Sierra Vista – Larry Shaps, Yvonne Arguello
Durango – Tim Jackson	Silverado – Mark Parantala, Keirah Boykin
Eldorado – Roy Thompson	Spring Valley – Mark Lowry
Faith Lutheran – Bret Walter	Sunrise Mountain – Mark Romonoski, Anne Harper
	Valley – Leonardo Amador

CCSD Schools Not Represented:

Bonanza
Indian Springs
Laughlin
Moapa Valley
Sandy Valley
Virgin Valley
Western

1. **WELCOME**

Ray Mathis welcomed new Boulder City principal, Kent Roberts, and new Sunrise Mountain High School athletic administrator, Mark Romonoski, to the meeting. Athletic administrators were reminded to email the CCSD athletic office of any athletic personnel changes at their school. New athletic administrators should feel free to contact Pamela Sloan, Director of Athletics, for one-on-one assistance.

2. **TITLE IX REMINDERS**

Mr. Mathis reminded administrators that Title IX compliance is very important. Non-compliance affects federal funding. Obtaining and maintaining compliance will take a joint effort between administrators, coaches, and students.

Mr. Mathis further reminded administrators to check the Title IX icon on InterAct for updates. New administrators will want to become familiar with the information on the icon regarding the history of Title IX, CCSD's most recent student interest survey, Title IX's Three-Prong test that is used to determine compliance, and a list of frequently asked questions. Additionally, local and regional contact numbers are posted on the icon.

Administrators were advised to make sure students and parents are aware of the identity of the Title IX Coordinator at their respective schools. This can be done by posting the information on the school's website and placing an announcement in newsletters and daily announcements.

Mr. Mathis reviewed girls' intramural guidelines; every school needs to conduct at least one intramural unit. He stated that, at this time, each administrator should be searching for an intramural advisor and deciding on how to identify student interest, i.e. survey, interest meetings, for adding a girl's intramural.

Additionally, fall coaches should have completed their Team Selection Form and submitted it to their athletic administrators. All fall Team Selection Forms must be submitted to the CCSD athletic office by the end of the fall season.

Athletic administrators should have already identified a freshman girls' soccer coach and discussed uniforms, equipment, and schedule and facility concerns with the head coach.

Title IX funds were transferred to school athletic budgets on Monday, October 16. Any school who did not receive their funds, or had their funds transferred to the wrong account, should call Ricki Norwood at 855-9752.

3. WRESTLING/WEIGHT CERTIFICATION – Jim Porter

Jim Porter from Select Physical reviewed wrestling/weight certification assessment procedures and distributed a handout with specific details and regional testing sites.

4. ATHLETIC TRAINERS – Jim Porter

Jim Porter gave a power-point presentation and reviewed the duties of athletic trainers.

5. GATE RECEIPT PROCEDURES

Mr. Mathis reminded administrators to ensure that correct gate receipt procedures are being followed. CCSD auditors will be randomly choosing sites to audit.

Game summaries must be submitted by schools for all events.

When completing CCF-005's for campus security monitors, schools should list all CSM's working the same event on one CCF-005. A separate form for each monitor is not needed. The CCF-005 must be typed and time sheets must be attached. Athletic administrators may sign the CCF-005. These forms need to be submitted in a timely manner.

Administrators were reminded to include the number of CCSD police and local jurisdiction officers on their game summaries. Some schools are failing to include that information.

6. **EJECTIONS**

Mr. Mathis reminded administrators that coaches are responsible for their behavior on the field. Coaches should be role models and ejections are a serious problem. Administrators should work with coaches to reduce athlete and coach ejections.

7. **NIAA ROSTERS**

Mr. Mathis reviewed the responsibilities of school athletic staff in handling NIAA rosters.

The athletic secretary needs to submit NIAA rosters to the NIAA and CCSD athletic office prior to the first game. Coaches at the school also need to receive a copy of their team's roster.

The athletic director is responsible for checking all athletic packets. All athletes who have been cleared should be placed on the roster.

Coaches are responsible for making sure that they do not play an athlete who is not listed on a roster. He/she should compare the roster to the athletes who are on the field practicing and ensure that there are no athletes who haven't been cleared to practice. Hopefully, this will eliminate any issues with inadvertently playing ineligible players and liability concerns for players who have not had a physical or not provided proof of insurance.

Mr. Mathis further reminded administrators that a student on a zone variance who has been given sub-varsity eligibility cannot participate at the varsity level.

8. **COACHES EDUCATION**

Mr. Mathis reviewed the following coaching issues with administrators:

All non-CCSD employees must be cleared through Substitute Services prior to working with students. A volunteer coach is a coach who volunteers his/her time and does not accept any payment for their services. Only two volunteer coaches per team level are allowed. Volunteer coaches cannot be paid. No coach can be paid with student-generated funds.

Coaches must take a coaches education course within one year of becoming a coach in order to continue coaching. Administrators should review NIAA regulation NAC 386.832. This course can be completed online at the NFHS website for \$35.00. Administrators need to update their coaches' directory as coaches complete a course.

9. ELIGIBILITY ISSUES

TEF: Ms. Sloan reminded administrators that every **NEW** or **TRANSFER** student is required to complete and submit a Transfer Eligibility Form (TEF). Every line on the form must be completed and the form must be returned in a timely manner. A marked 'yes' on the form requires a written response. Administrators should begin now to make announcements and inform winter and spring athletes to submit athletic packets and TEF forms.

ZONE VARIANCE: Administrators were asked to remind coaches that athletes on a zone variance with sub-varsity eligibility cannot be moved up to varsity once the season starts. Ms. Sloan suggested that the school implement an indicator on the school roster that will inform coaches of students who can participate at sub-varsity level only.

Coaches need to ensure that ineligible players do not play in a game. A coach cannot choose to ignore or disregard school, district, and state regulations.

GRADE POINT AVERAGES: Ms. Sloan reminded administrators that it is very important that someone in their office is checking previous semester grades. She recommended that the grade check should be the responsibility of the athletic director, not the secretary. Other schools have the ability to check the GPA of their opponent's athletes. Forfeits result in explanations and apologies to parents and students.

NAC 386.703: A copy of regulation NAC 386.703 was distributed. The regulation specifies that a B team can be comprised **ONLY** of ninth grade athletes. JV can be comprised of ninth, tenth, or eleventh grade athletes.

POST-SEASON COACHES MEETING: Ms. Sloan will email dates for the post-season coaches meetings. Meetings are not mandatory, but coaches are urged to attend. Realignment and scheduling will be discussed.

10. SCHEDULES

Ms. Sloan reminded administrators that any changes to the first draft spring schedules are due to her by Wednesday, November 23, 2011. Changes must be submitted to her in one email on or before the deadline. It is the responsibility of the athletic administrator to count games and make sure that the school doesn't exceed game limits.

2012-13 schedules will be compiled based on the previous school year's standings by sport. Ms. Sloan will schedule only conference games for each sport except football.

Ms. Sloan advised administrators to contact their opponent when making a schedule change. Coaches need to submit all changes to their administrator for their approval; the schedule change must be sent from the athletic administrator to Ms. Sloan.

All game cancellations must be approved by the district athletic office or the NIAA.

Ms. Sloan stated that, due to realignment, Boulder City, Faith Lutheran, Moapa Valley, Pahrump, and Virgin Valley are encouraged to have a boys' volleyball program.

11. POST-SEASON TOURNAMENTS

Mr. Mathis thanked all the schools who have agreed to host post-season tournaments during the school year. Any school that wants to host a post-season tournament should contact Donnie Nelson or Bob Northridge at the NIAA.

Tournament directors were reminded that it is their responsibility to order security for their event.

12. POST-SEASON TRAVEL

Mr. Mathis reviewed post-season travel. The following state events will be held in the north:

Fall Travel:

- Cross Country (3A/4A)
- Soccer – Boys and Girls 3A
- Football

Mr. Mathis stated that hotel room damage must be paid by the student or the school. If damages are not paid in a timely manner, the payment will be taken out of the school's per diem check.

Due to budget constraints, hotel rooms will be reserved at four athletes to a room this year.

Administrators need to remind coaches that all athletes must travel on CCSD-sponsored transportation for post-season tournaments.

13. TRANSPORTATION

Mr. Mathis reminded administrators that schools or teams are responsible for all tournament costs, i.e., entry fees, transportation.

Any school that is hosting a tournament is responsible for the costs for officials, ticket takers/sellers, custodians, and security.

Mr. Mathis requested that administrators remind coaches to be on time for their pick-ups and be patient as transportation deals with several recent changes. Transportation requests need to be submitted as soon as possible. All requests for additional busses must be approved by the district athletic office.

14. NIAA/NFHS – LICENSING RESOURCE GROUP (LRG):

Mr. Mathis advised administrators that the National Federation of High Schools and the Licensing Resource Group have partnered together and created a program that is designed to create a new revenue stream for high schools. The program provides revenue to high schools from local

businesses that sell high school equipment (jackets, caps, etc.) with the school's logo. The program is optional. Legal's concern is that many of our high school logos belong to other institutions. The CCSD Legal department recommends that no one sign any contracts.

15. PARENT INQUIRIES/CONCERNS

Change in Zone Variance Rule: Mr. Mathis advised administrators that his office had been contacted by a parent who believes that students on a zone variance should be the same as technical academies and only be eligible for athletics at their zoned schools.

Rodeo as a Sanctioned Sport: Mr. Mathis further advised administrators that there is a parent who wants rodeo to be considered a sanctioned sport and have administrative excusal and earn a varsity letter.

National Anthem: There is also concern that when both teams are not on the field for the national anthem, it indicates a lack of respect. Coaches need to make sure their teams are out of the locker room and on the field prior to the national anthem.

16. NIAA UPDATES – Bob Northridge

Bob Northridge, southern NIAA coordinator, presented a post-season tournament proposal. This proposal will be discussed at the December 4 NIAA Board meeting. Administrators were asked to distribute the proposal to coaches and email the NIAA and CCSD athletic office with any concerns.

17. NADA STATE CONFERENCE

The state NADA conference is held in conjunction with the state basketball tournament, which is in Reno this year. All athletic administrators and directors are encouraged to attend. This conference provides an opportunity to attend several educational sessions and enroll in one or two LTC classes.

18. NEXT ATHLETIC ADMINISTRATORS' MEETING – November 17

The next high school athletic administrator meeting will be held on November 17 in the CPD building, room 143, 1:00 pm. Mr. Mathis stated that these meetings are important, especially for the new athletic personnel. These meetings provide an opportunity to ask questions. Anyone who has items to add to the agenda should contact Ray Mathis or Pamela Sloan.

19. WINTER RULES CLINIC – November 7

The coaches' winter rules clinic will be held at Chaparral High School on November 7. All winter coaches are encouraged to attend.

20. HANDOUTS

- Discussion and distribution of an article regarding NFHS endorsement of “Stunt”.
- Discussion and distribution of an article explaining “Stunt”.
- Discussion and distribution of a newspaper article regarding the district’s Title IX complaint.