

MSADA News

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September-October 2004

www.msada-md.org

Back to School ~ Time to get it TOGETHER

The start of the new year has always been a trying time. However, take a minute and add these dates to your calendar for the year. We want to encourage you to become an active member of the MSADA and the NIAAA. Obtain certifications through the NIAAA/LTC courses. The LTC course work can now count toward MSDE state certification.



Monday, September 27th

- Send in your MSADA Membership Registration form include your assistant Athletic Directors, Principal, and yourself for \$60.00
- Ask your Booster Club or Principal to support a Professional Sponsorship Pledge to the MSADA cost is \$100.00 per year
- **Total Due \$160.00** (see pages 7 and 9 for proper forms)

Friday, October 1st

- Register online for the **NIAAA** (National Interscholastic Association of Athletic Administrators) annual convention in New Orleans (www.niaaa.org) Also, make your plane reservations (check www.southwest.com), and **Hotel Reservation at Hilton (504) 584-3999** and ask for NFHS AD Conference rates.

Monday, October 11th

- MSADA full Representative Council Meeting at Best Western in Laurel

Thursday, October 14th at 6:00pm

- Leadership Training Course 506 offered at Towson University, material covered includes Title IX, Sexual Harassment, ADA, and Employment Law. (See page 6 for reservation form)

Thursday, October 15th at 8:00am

- The Certified Athletic Administrator (CAA) exam will be offered at Towson University. (See page 6 for registration information)

Monday, November 15th

- MSADA Executive Officers meet at Best Western in Laurel

Saturday, December 11th through Wednesday, December 15th **NIAAA Convention in New Orleans**

- Annual NIAAA Athletic Directors meeting in New Orleans (See registration information October 1st)
- We have three special reasons for attending the National Convention
 - **Ron Belinko and Dave Hoch will be receiving NIAAA national awards**
 - **Dave is running for national office** and will need campaign workers and votes
 - **How can you beat being in New Orleans at holiday time—what a treat!!**

Continued on page 2

January, 2005 Awards MSADA Nomination Month

This is the month for award nominations for:

District Athletic Director of the Year Award

Athletic Director of the Year

Hall of Fame Awards

Distinguished Service Awards

*Please consult the website for nomination criteria and forms you can download and submit:
All award nominations are due to Carol Satterwhite by the end of January*

Monday, January 10th

- MSADA full Representative Council Meeting at Best Western in Laurel
- Check your mail or our website (www.msada-md.org) for the registration information for the Annual MSADA Convention in Ocean City April 21st to 24th

Monday, February 14th

- MSADA Executive Officers meet at Best Western in Laurel

Tuesday, March 7th

- MSADA full Representative Council Meeting at Best Western in Laurel

Thursday, April 21st through Sunday, April 24th MSADA Convention in Ocean City

- Annual MSADA Convention in Ocean City, MD (Please block out these days and attend)
- We will offer over 50 vendors, workshops, speakers, annual awards, LTC courses, plus the CAA exam for you to take for certification

Sunday, April 24th

- MSADA full Representative Council Meeting at Princess Royale



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President's Message

Hopefully, you've had a relaxing summer and are ready for another rewarding and eventful school year! ...And we are too. The MSADA is definitely looking to continue its forward progress. Back in July, Karl Heimbach did an excellent job of organizing and hosting our 1st Summer Institute. Everything went off without a hitch, and by any standard the institute was a huge success. This is but one example of what can be accomplished with a little initiative, perseverance and contributions. The neat thing is that many athletic directors from Maryland were able to enhance their background and they certainly had to emerge better prepared to face the challenges of their positions.



*Dave Hoch, CMAA
President MSADA*

With our 1st Annual Summer Institute, the MSADA really took the next step to increase the LTC Offerings for the athletic directors in the state. You can now take LTC courses at:

- The State Conference in April
- The National Conference in December
- Neighboring states at various times of the year – check on the MSADA Website for times and sites
- Some counties as part of their in-service professional development programs

...And get this, for the first-time ever, through Ron Belinko's efforts, an LTC course and the CAA Exam will be offered at the MAPHERD Conference in October. With all of these options, you certainly have the opportunity to take several courses during the year.

But this is really just a start! As we continue to develop, grow and expand as an association, we need all of you, and not just a few on the Executive Council, to contribute. How? I'm so glad that you asked.

- Encourage some of your fellow athletic directors in your county or league to sign up and take some LTC courses. The information and experience gained will directly benefit their athletes and programs. There is always something that we can learn and improve upon.
- Suggest to your County Supervisor to consider making LTC Courses part of your in-service program. Wouldn't you rather attend sessions that relate directly to your responsibilities and position as opposed to some of those that present far-fetched educational philosophies?
- Contribute to the MSADA by becoming a Professional Sponsor, sponsoring a hole at our Conference Golf Outing or getting an ad for our newsletter. If every member would do just one of these three, our association would be in very good shape. Please help!
- Encourage other athletic directors in your county or league to become members of the MSADA and the NIAAA. In addition to the enormous benefits that you will derive, Maryland's representation at national meetings is dependent upon our MIAAA membership. Please help Maryland get the best professional representation that we can.
- Educate your coaches as to the benefits of becoming Maryland State Coaches Association / NFHS Coaches Association members. Please encourage and motivate your coaches to join. Better-prepared coaches will enhance your programs and cause less problems. This is a win-win situation for all of us.

If we all chip-in and contribute, the MSADA will continue to grow and serve as a professional beacon for all athletic administrators in the state. Together we can accomplish a great deal! Please join us!

.....
1st Vice President Report *Lee Dove, CAA*

Another school year about to start with so many new ideas, hopes, and plans in the field of athletics. As Athletic Directors and coaches across the state return to the fields and courts of play we all share in the excitement of another journey about to begin. I send my best wishes to all of you for a successful 2004-05 campaign.

The Executive Council of the MSADA continues to work hard in order to serve you and help to make our state organization one of the best in the country. We need your support and your input if we are to accomplish that task. In this newsletter you will find important dates and other information geared toward you, the athletic administrator.

Please renew your membership in the MSADA and encourage any new AD's in your area to become members as well. The annual MSADA conference in April is an opportunity for you to seek professional development and reacquaint yourself with colleagues from across the state.

As the 1st Vice President for the MSADA I am seeking ideas from you for conference workshop topics. If you have a topic of interest you would like to bring to my attention please forward it to my e-mail address at school at dovel@archbishopspalding.org. Our annual conference is for you, the membership. Please be an active participant at the workshops, LTC courses and other conference events.

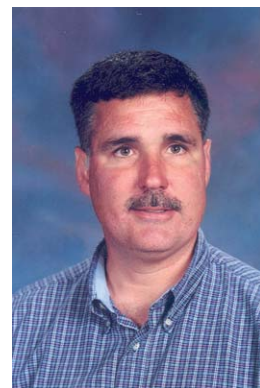
2nd Vice President's Report

Useful Information on Your Office Bulletin Board

Karl Heimbach, CMAA — Athletic Director at Magruder High School

It is raining and you have to cancel the soccer game scheduled for today! A parent needs the phone number for the wrestling coach! You have to deposit the gate receipts the next morning following the volleyball match and you need the proper code number for the deposit slip! The athletic director needs to fax the football roster for the upcoming game.

All of these situations occur daily and need to be dealt with in a fast and efficient manner. By placing this type of information on my 3' x 5' bulletin board in my office, I can handle the vast majority of the requests that come across my desk daily in a short period of time.



Some of the information that I have found useful to hang on my bulletin board includes:

1. Detailed check list of who must be contacted when an event is cancelled.
2. List of sports officials and assignors and their phone numbers.
3. Coach's directory that includes home, work, and cell phone numbers for all coaches and support personnel.
4. Booster Club directory that includes home and work phone numbers of the executive board members.
5. List of all athletic directors in Montgomery County with their home, work, fax, and cell phone numbers.
6. Directory of various sport directors in Montgomery County with their home and work phone numbers.
7. A chart with all the athletic sub codes for expenses and income, and an explanation for each code.
8. List of all clubs offered at Magruder High School and who sponsors each activity.
9. Important phone numbers for Montgomery County and local newspapers.
10. List of police officers and their home and work phone numbers when scheduling for police security.
11. Phone directory for each department at Magruder High School and who is the head of that department.
12. Phone directory for transportation that includes the phone and fax numbers for county transportation and a list of private carriers.

This list of necessary information may not handle every situation, but it makes finding the answer to many questions quick and easy. In addition, my assistant athletic director knows to look on the bulletin board for key phone numbers and procedures when he is handling game responsibilities in my absence.

District XI News

Tom Lentsch — Director of Athletics at Archbishop Spalding High School

The Maryland Interscholastic Athletic Association has seen a significant change in the ranks of athletic administrators since the end of the last school year. Tom Lentsch of Baltimore Lutheran School will be the new District XI Representative. Some familiar faces have moved on, retired, or returned to the world of private business. The new athletic directors in the MIAA are as follows.

- Mr. Joe Palumbo replaces Greg Whitley (outgoing District XI Rep) at Annapolis Area Christian School. Greg has returned to private business. Annapolis Area will enter this school year at their new facility in Severn.
- Mr. Michael Thomas has replaced Brian Holman at Boys Latin. Brian too has returned to private business. Boys Latin School is in the process of replacing their natural grass soccer/lacrosse field and their football field with the new artificial turf. Project vendor Sportex hopes to complete these fields by mid September.
- Mr. John Ricca will take over for Bruce Kelly at St John's Prospect Hall. Bruce has been named head basketball coach at the Bullis School. Good luck Bruce.
- Mr. Jeff Palumbo (Joe's brother) has been named athletic director at Towson Catholic taking over for Tiffany Silver.
- And finally, a milestone reign comes to an end as Jerry O'Brien, long time AD at John Carroll School has retired after 31 years at the school. Enjoy Jerry!!! Mr. Larry Dukes will be the new AD at John Carroll.

Best of luck to our departing friends and welcome to the MIAA to our new colleagues. Mike Naunton (Mt Carmel) is the new president of the MIAA Executive Committee. He follows outgoing president Al Poklemba (Glenelg Country School). Thank you Al for all of your hard work and leadership over the past two years. Archbishop Spalding High School had their official groundbreaking for the new Academic and Athletic Center on August 30th. The new facility will include 8 new classrooms and a gymnasium that will seat 1000, plus a new state of the art fitness center.

*Are you a Certified Athletic Administrator????
These fellow athletic directors are. Want to be one? See this newsletter!*

RAA = Registered Athletic Administrator
CAA = Certified Athletic Administrator
CMAA = Certified Master Athletic Administrator

Keith G.	Adams	RAA	:	Robert E.	Leonard	RAA
David A.	Anderson	CAA	:	Dave	Lombardi	CAA
Carol	Ansell	CAA	:	Derek	Maki	CAA
Teresa	Bachtell	CAA	:	Jeff	Mann	CAA
Michael J.	Baker	CAA	:	Jill P.	Masterman	CAA
Barbara	Bates	CAA	:	Robert	Maxey	CAA
Lori	Batts	RAA	:	Kari	McBride	RAA
Michael	Bauer	RAA	:	William M.	Miles	CAA
William G.	Beattie	CMAA	:	Jill Ann	Myers	CAA
Ronald J.	Belinko	CAA	:	Marcia A.	Nissel	CAA
Ted	Bell	CAA	:	Matt	O'Hare	CAA
Paul	Brey	CAA	:	Joseph	Palumbo	CAA
Ken	Brinkman	CAA	:	Vince	Parnell	CAA
Reginald	Brooks	CAA	:	Jeannie	Prevosto	CAA
Lawrence	Brown	RAA	:	George	Rash	CAA
Steven Mark	Cates	CAA	:	Jane	Rones	CAA
Kim	Chorosiewski	CAA	:	Edward	Ross	CAA
Bob	Cilento	CAA	:	Gene	Rotberg	CAA
Jaye	Cohen	CAA	:	Bill	Rumbaugh	CAA
Bruce C.	Cowan	CAA	:	Carol M.	Satterwhite	CAA
Vivienne	Dailey	CAA	:	David	Sellers	CAA
James	Dillon	CAA	:	Paul	Shapiro	CAA
Donald	Disney	CAA	:	Bruce	Sider	CAA
James M.	Douglas	CAA	:	Dennis	Sirman	CAA
Lee R.	Dove	CAA	:	Jacqueline T.	Slay	CAA
Ben	Eaton	CAA	:	William Brian	Smith	RAA
Susan	Furnary	CAA	:	William	Sterner	CAA
Mike	Gelman	RAA	:	James G.	St. Ledger	CAA
Diane	George	CAA	:	Ronald E.	Stover	CAA
Joseph	Girardi	CAA	:	Jeffrey	Sullivan	RAA
Curtis Jay	Graff	CAA	:	Michael E.	Sye	CAA
Robert	Graves	CAA	:	Miguel-Rikki	Sye	CAA
Kathryn	Graybeal	CMAA	:	Stuart	Tarleton	CAA
Robert	Grimm	CAA	:	Leo	Totten	CAA
Larry	Hall	CAA	:	Sherry L.	Unger (deceased)	CAA
Pat	Harris-Paxson	CAA	:	Jean	Vanderpool	CAA
Bill	Hay	CAA	:	Don	Van Deusen	CAA
Karl Steven	Heimbach	CMAA	:	Thomas E.	Vent	CAA
Harold (Butch)	Hillard	CMAA	:	Gaby	Von Nordheim	CAA
David A.	Hoch	CMAA	:	Craig	Walker	CAA
Jim	Horn	CAA	:	Stephen E.	Walker	CAA
Kimberly	Hutcherson	CAA	:	Edward T.	Walker	CAA
Christine D.	Johnson	CAA	:	Bernard Paul	Walter, Jr.	CAA
Mike	Kalisz	CAA	:	Troy	Warehime	CAA
Ken	Klock	CAA	:	Michael Lee	Williams	CAA
Carol J.	Konrad	CAA	:	Sheila	Wooters	CAA
Michael	Lafferty	CAA	:	Doyle E.	Yeager(deceased)	CAA
Edward R.	Langan, Jr.	CAA	:			
Brian	Layman	CAA	:			

LTC Legal Issues and CAA Test Opportunity being offered at Maryland Association of Health, Physical Education, Recreation and Dance

National Interscholastic Athletic Administrators Leadership Training and Certified Athletic Administrator examination to be offered during the MAHPERD Conference.

Maryland Athletic Directors and Directors of Physical Education will have the opportunity to participate in NIAAA Leadership Course 506 – “Legal Issues II (Title IX, Sexual Harassment, ADA and Employment Law) on Thursday, October 14, 2004 in the Towson Center at Towson University.

The NIAAA Certified Athletic Administrator (CAA) exam will be offered at 8:00 a.m. on Friday, October 15, 2004.

The NIAAA Certification Program is a nationally recognized program that has received “full registration” from the National Certification Commission. In order to qualify to take the exam, the NIAAA office must be in receipt of the application 30 days prior to the scheduled CAA exam date. Upon receipt of this application; candidates will receive the Personal Data Form, which must be received by the NIAAA office 21 days prior to the scheduled CAA exam date.

Contact Ron Belinko, CMAA, Coordinator of Athletics, Baltimore County Public Schools, at rbelinko@bcps.org for an application.

NIAAA Leadership Training Registration Thursday, October 14, 2004 – 6:00 p.m. Towson University, Towson Center

LTC 506 – Legal Issues II
(Title IX, Sexual Harassment, ADA, and Employment Law)
\$75.00 – includes manual and certificate
\$85.00 at the door

Name: _____

Address: _____

Phone: _____

School: _____

Please make check payable to MAHPERD and send check and registration to:

Ron Belinko, Coordinator
Office of Athletics
Baltimore County Public Schools
6901 Charles Street
Towson, MD 21204

Anyone registering after October 1st will receive course materials after the course is offered.

MSADA 2004/05 Membership Application & Renewal Form

Please print or type. Be sure to include home, school address, and your email address.

Complete all information for each individual and send in all completed forms attached to one check.

Name _____ School _____

Home Address _____ School Address _____

City/St _____ Zip _____ City/St _____ Zip _____

Home Phone _____ School Phone _____

Fax Number _____ E-Mail Address _____

Number of years as an Athletic Administrator _____ (Include 2004/05 school year)

MSADA Dues only

_____ \$30 **Regular** _____ *New* _____ *Renewal*

For all active athletic directors, activities directors, and athletic administrators in public and private schools.

_____ \$25 **Associate** _____ *New* _____ *Renewal*

For assistant athletic directors, principals, assistant principals, coaches, college students, athletic trainers or anyone involved in interscholastic athletics in public and private schools.

_____ \$10 **Retired** _____ *New* _____ *Renewal*

For all retired athletic directors, activities directors, and athletic administrators.

_____ \$60 **School Membership Package** (new this year)

For athletic directors; up to two assistant athletic directors and the principal. Each will get a newsletter, membership card and are invited to our annual spring convention in Ocean City.

List Names: AD _____

Asst AD _____

Asst AD _____

Principal _____

_____ \$100 **Professional Membership Pledge** (attached form on Page 7)

\$ _____ **Amount Enclosed:** Make checks payable to: **MSADA**

Mail to: MSADA

c/o Carol M. Satterwhite, CAA

5467 Gloucester Road

Columbia, MD 21044

If you have any questions, please contact Carol via email or phone.

410-730-8542 or cmsatterwhite@aol.com

New Association Created For Sports Public Address Announcers

A professional association dedicated to sports public address announcing has just been launched. **The National Association of Sports Public Address Announcers (NASPAA)** is a not-for-profit organization headquartered in Kansas City, Missouri.

Membership is open to sports public address announcers and to individuals, such as athletic directors and association administrators, who have responsibility in hiring or assigning announcers. Membership is also open to students.

“NASPAA will focus on providing national leadership and meaningful educational programs and services for high school, college and amateur sports public address announcers, commented Brad Rumble, NASPAA Executive Director. “We will be active in promoting the educational values of sports public address announcing; and working with key associations and organizations, as well as entities in related broadcast fields as part of an ongoing effort to raise the level of professionalism of sports public address announcing in the United States.”

“No one individual receives more attention game-to-game, event-to-event, week-in and week-out, than the sports public address announcer,” remarked Frank Kovaleski, Director of the National Interscholastic Athletic Administrators Association. “Their performance reflects directly on the athletic director, athletic department, school, and in many cases the sponsoring organization or association. Resources offered by NASPAA, such as **“THE VOICE ABOVE THE CROWD,”** will be a tremendous benefit to these individuals.”

“THE VOICE ABOVE THE CROWD,” provides national guidelines for announcing, and is endorsed by the NIAAA, NJCAA and the NAIA.

The NASPAA is also developing a leadership-training course for the NIAAA that will focus on the role of the athletic director in managing game/event announcing. “The Voice Above the Crowd,” will serve as the primary resource for the course. NASPAA’s goal is to teach the course for the first time at the National Conference of High School Directors of Athletics in New Orleans this December.

Information about NASPAA membership and **“The Voice Above the Crowd”** can be found on the organization’s website, www.naspaa.net. NASPAA is managed by Allegro Media of Kansas City.



NIAAA Partnerships

Don’t forget the NIAAA Partnerships as you start planning your budget this fall. If you remember, we will get a percentage from the NIAAA for your purchases from CoachesLocker.com and Clear Defense.

From CoachesLocker.com you will be able to purchase a wide-range of uniforms and apparel. If you are looking for something new and different, check them out on their website. ...Or better yet, give them a call.

Clear Defense is a laminate protection product for your glass backboards. It will prevent glass spraying down on players in the event that a backboard is shattered due to a player hanging on the rim.

In both cases, it is a win-win situation for the MSADA. Please consider both companies.

MSADA Professional Sponsorships

Take a moment and consider all that the MSADA offers in terms of professional growth for the athletic directors of the state which in turn benefits our programs, athletes and schools. Through the MSADA, athletic directors can:

- Complete LTC Courses which enhance their professional competency
 - Participate in workshop sessions which provide practical solutions for the various challenges they must meet in their positions
 - Network with other athletic administrators
 - Take advantage of mentoring opportunities from experienced athletic directors
- ... And many more

Please consider having your school become a professional sponsor of the MSADA or encourage your booster club to make a contribution. In order to continue its valuable efforts, the MSADA could use your school's support.

We already have a commitment from a few schools to be Professional sponsors. Will you be the next? Please help the MSADA's efforts to promote quality athletic programs in the state of Maryland!



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Loch Raven High School
 Baltimore, MD
AD: Dr. David Hoch, CMAA

Maryland State
 Coaches Association
 Baltimore, MD

2005 Convention Vendors *(as of 9/04)*

- Athletic World Advertising
- Circle System Group
- Custom Team Apparel
- J.R. Sellman, Company
- MF Athletic Company
- Sports Imports, Inc

If you want to pay for your booth early, go to our web site at www.msada-md.org

MSADA 2004/05 Professional Sponsorship Pledge

Name of school / Booster Club: _____

Address: _____

Please make your check out for \$100 to: **MSADA**

And mail it c/o: **Ms. Carol Satterwhite, CAA**
5467 Gloucester Road Columbia, MD 21044

Hyman I. Zolet, longtime Athletic Director at Forest Park and Patterson High Schools

Hyman I. “Hy” Zolet, a retired coach and high school athletic director, died of complications from Crohn’s disease Monday at Sinai Hospital. The Randallstown resident was 77. Hyman I. “Hy” Zolet was inducted into the Maryland Athletic Directors Hall of Fame.

Born Hyman Zlotowicz, he attended Forest Park High School and was a star tackle on its football team. He interrupted his schooling to enlist in the Coast Guard, but returned after 1 1/2 years and graduated in 1947. He received the McCormick Unsung Hero award for his performance on the football team and was named to the all-state team.

In 1951, he earned his bachelor’s degree from the University of Maryland and changed his last name to Zolet because it was easier to pronounce, family members said.

Mr. Zolet began teaching and coaching at Forest Park shortly after graduation. In the 1960s, he became athletic director at Forest Park and continued to coach the football, track and swim teams. In 1974, he was named athletic director at Patterson High School.

Friends say his love of sports came second to his dedication to helping young people realize their potential.

“He was an unselfish person who cared for the best interests of the scholastic athletes, more so than any personal gain,” said Vince Bagli, a retired sports anchor for WBAL-TV.

As schools faced tough decisions regarding desegregation, Mr. Zolet confronted social changes with compassion and fairness, Mr. Bagli said. “He was a good man who worked for the benefit of all kids of all races, creeds and colors,” he said.

A former student said Mr. Zolet was the reason he went into teaching and coaching. “Hy was the ultimate role model,” said Mark Schlenoff, who retired last week as athletic director at Polytechnic Institute.

As secretary of the old Maryland Scholastic Association in the 1980s, Mr. Zolet was a leading coordinator of the league that brought together more than 30 parochial, private and public schools.

“He guided young teachers and coaches,” said Roger Wrenn, coach and athletic director at Patterson High. “A week never went by when we didn’t ask ourselves how Hy would have handled a particular situation.”

In 1990, Mr. Zolet retired and was inducted into the Maryland Athletic Directors Hall of Fame. He remained involved in sports, however, officiating at swim and track meets and volunteering during his free time.

The Baltimore Touchdown Club honored his lifetime achievement in school sports in 2000.

Mr. Zolet and his wife, the former Hulane Rosen, celebrated their 50th wedding anniversary last month. In addition to his wife, Mr. Zolet is survived by two sons, David W. Zolet of Potomac and Morry A. Zolet of Owings Mills; a brother, Lee Zolet of West Palm Beach, Fla.; a sister, Lillian Zolet Chapnick of Jersey City, N.J.; and six grandchildren.

Summer Institute 2004 Wrap-Up

Karl Heimbach, CMAA — Athletic Director at Magruder High School

MSADA held its first “Summer Institute” at Magruder High School on July 26, 2004 and everyone seemed to enjoy this new concept of being able to take one or two LTC classes in a single day during the summer. At the “Summer Institute”, four courses were offered and 34 athletic administrators took advantage of this opportunity. One AD even drove from Hamburg, Pennsylvania. The courses offered were:

LTC 501 Philosophy, Leadership Organizations and Professional Programs

Taught by Dr. David Hoch, CMAA, Loch Raven High School and Karl Heimbach, CMAA, Magruder High School

LTC 516 Management of Indoor Physical Plant Assets

Taught by Mike Lafferty, CAA, Dulaney High School

LTC 507 Assessment of Interscholastic Athletic Programs and Personnel

Taught by Ron Belinko, CMAA, Supervisor of Athletics for Baltimore County and Derek Maki, CAA, Kenwood HS

LTC 504 Legal Issues 1

Taught by Don Disney, CAA, Supervisor of Athletics for Howard County and Mike Williams, CAA, Glenelg HS

One of the main goals of the MSADA is to promote the NIAAA certification process and to enhance the professional development for our members. In addition to offering LTC classes at our state conference in April, we hope to expand the opportunity to take these courses throughout the state.

For example, plans are already underway for the 2nd Summer Institute. In addition, we hope that more counties will host LTC courses as part of their In-service Meetings or Professional Development Days. Your future and professional growth is an important aspect of the MSADA and we are moving forward to meet your needs.

MSADA Executive Council & Representatives Council

All meetings held at Best Western in Laurel

Please contact Carol Satterwhite if you can not attend any of the meetings.

September 13th

- MSADA Executive Officers meet at Best Western in Laurel

February 14th

- MSADA Executive Officers meet at Best Western in Laurel

October 11th

- MSADA full Representative Council Meeting at Best Western in Laurel

March 7th

- MSADA full Representative Council Meeting at Best Western in Laurel

November 15th

- MSADA Executive Officers meet at Best Western in Laurel

April 24th

- MSADA full Representative Council Meeting at Princess Royale Sunday, April 24th

January 10th

- MSADA full Representative Council Meeting at Best Western in Laurel

NIAAA Web Casting

We are pleased to announce that the NIAAA will be web casting LTC 504 via the internet in October of 2004. This will be our first opportunity to offer Leadership Training Courses on-line and we are excited about the possibilities of using this medium to deliver courses. The administrator will be able to view the course from the convenience of their home or office. Administrators will have the opportunity to pose live questions and the class can be divided into discussion groups with the capability of receiving reports from those groups. What better way to take a class? There will be no travel time and nor travel costs (gas, meals or lodging).

Our suggestion would be to use the computer that is connected to the greatest bandwidth (DSL, Cable or T-1 line) however you can get the broadcast with a 56K / dial up modem typically used with home computers. The only issue here is that this type of internet connection will be slower since pictures take longer to download.

The 504 - Athletic Administration: Legal Issues course will focus on risk management as an ongoing responsibility of the athletic administrator. Included will be strategies for reducing risks and minimizing litigation that may result from constitutional, federal law and state law challenges. In addition, the 14 legal duties of coaches and athletic administrators will be covered with special emphasis on the need to be constantly proactive. For those seeking certification, 504 is a required course.

Dates and Time

The 504 Legal Issues Course will be taught by Dr. John Olson, a school risk management authority from Madison, Wisconsin. The class will be taught on four consecutive Monday evenings, October 4, 11, 18, and 25 at the following times:

7:30 pm to 9:00 pm Eastern Time
6:30 pm to 8:00 pm Central Time
5:30 pm to 7:00 pm Mountain Time
4:30 pm to 6:00 pm Pacific Time

Registration

The NIAAA is offering an introductory rate for this first on-line course of \$125 . Complete the attached enrollment form using your credit card or enclosing a check and return to the NIAAA, PO Box 690, Indianapolis, Indiana 46206. You can fax the enrollment form when using a credit card to the following fax: 317-822-5700. The enrollment form can also be found on the NIAAA website www.niaaa.org

Registration deadline to receive a course manual prior to the first class is September 24, 2004. Those registering after September 24 will receive a manual but it will not arrive prior to the first class.

Equipment Needed

Personal Computer with sound card, speakers and a microphone (Inexpensive \$9 microphone will work fine which can be purchased at any computer store)
Web Camera - Optional

Making up a missed class

Each class will be videoed and students will be informed how they can view that video to make up a missed class.

Registration Form - Following Page



LTC 504 Web Casting Registration Form

Name: _____

School: _____

Street Address: _____
(for UPS Shipments)

Mailing Address (P.O. Box): _____

City: _____ **State:** _____ **Zip:** _____

School Telephone: _____

School Fax: _____

E-Mail Address: _____

Home Address: _____

City: _____ **State:** _____ **Zip:** _____

Home Telephone: _____

Registration Fee: \$125 (fee includes a course manual mailed to you.)

Payment Method:

Check

Credit Card

Make check payable to NIAAA

MC VISA Discover

Name on card: _____

Credit Card # _____ - _____ - _____

Expiration Date: _____

If paying by check, mail to: NIAAA, Attn: Pat Kanaby, PO Box 690, Indpls, IN 46206
If paying by Credit Card, fax to: 317-822-5700, attn: Pat Kanaby



NATIONAL INTERSCHOLASTIC ATHLETIC ADMINISTRATORS ASSOCIATION

Membership Application

Mr. Mrs. Ms.

First Name: _____ M.I. _____ Last Name: _____ Suffix: _____
(as it appears on your drivers license) *(Jr., III, etc.)*

Informal First Name: _____ Designation: _____ Title: _____
(if any) *(PhD., CAA, religious, etc.)*

School or Organization: _____

Office Address: _____

City: _____ State/Province: _____ Zip _____

Country: _____ Preferred mailing address: Home or School/Organization

Office Phone: () _____ Home Phone: () _____

Fax: () _____ E-Mail Address: _____

For insurance purposes, the following information must be provided:

Birthdate: _____ SSN: _____ - _____ - _____ Male Female Smoker Yes No

Home Address: _____

City: _____ State/Province: _____ Zip _____

Country: _____

The NIAAA studies diversity among our membership. In this regard, a database has been instituted to collect this information from our membership. We appreciate your completion of this section so we may better serve our membership.

Please select one:

- Caucasian Latino American Indian Asian
- Pacific Islander African American Multi-Cultural Alaskan Native

If none of the above codes seem appropriate, please indicate your background: _____

RAA: No Yes _____ Year Certified **CAA:** No Yes _____ Year Certified **CMAA:** No Yes _____ Year Certified

Enclosed is my check to cover:

- Regular Membership (\$60.00)** New Membership
- Associate Membership (\$60.00) Renewal
- Retired Regular Membership (\$60.00)** **Optional Orders:**
- Retired Membership (\$30.00)** Membership Plaque (\$10.00)
- Lifetime Membership one-payment plan (\$600.00) Membership Pin (\$4.00)
- Lifetime Membership two-payment plan (\$325.00 each year paid consecutively)

**Please see "Membership Categories" contained in this brochure

Check One: Check enclosed (please, NO purchase orders accepted) Visa Mastercard

Signature _____

Credit Card No. _____ - _____ - _____ Exp. Date _____

NIAAA Endowment Contribution \$10 \$25 \$50 Other — Amount: \$ _____ Survey

Mail to: NIAAA
PO Box 690 Indianapolis, IN 46206
Phone: 317.972.6900 / Fax: 317.822.5700 / <http://www.niaaa.org>

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Ms. Carol Satterwhite, CAA
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