

MSADA News

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February - April 2005

www.msada-md.org

Finally, Athletic Directors Getting **R E S P E C T !!**

Thursday, April 21st ~ Sunday, April 24th

2005 Maryland State Athletic Directors Convention

Yes, around the state more and more public and private schools are finally recognizing the role of the athletic director. We feel that the professionalism of the Maryland State Athletic Directors Association has contributed to this greatly. With the work of MSADA in implementing NIAAA Leadership Training Courses and establishing the NIAAA Certification procedure we are seeing more and more the recognition of the hard working athletic directors around the state.

It is time to register for the annual convention held in Ocean City this coming April at the Princess Royale Hotel. Below is a list of some of the events. Please complete the enclosed registration form and send it in along with your conference registration fee.

Conference Features:

Annual Open **Golf Outing** on Friday Morning

Annual Phillips **Seafood Buffet** Banquet

Vendors from all over the United States for you to visit with and find out about the latest in sports wear and equipment

Five NIAAA Leadership Training Classes including:

- LTC 501-Philosophy, Leadership, Organizations, & Professional Programs
- LTC 506-Legal Issues II
- LTC 508-Management Strategies, and Organization Techniques
- LTC 515-Athletic Field Management
- LTC 525-Game Management/Event Announcing (New Course)

Workshops and Speakers on:

- Character Building in Today's Athletes - *Reverend Joe Ehrmann*
- How Much is too Much? Sports Overload and Overuse in Injuries to High School Athletes
Thad Moore & TJ Morgan ATC
- Title IX and Its Relationship to Cheerleading - *Donna King CMAA Chantilly High School*
- Current Issues in Middle School Athletics - *Jaye Cohen CAA Norwood School*
- Dynamic Warm-up: Preparation for Activity - *Ann Hacker Crosby*
- The Media and its Influence on Young Athletes - *Bruce Cunningham*

NIAAA CAA Exam offered for certification

See You There!

2005 MSADA Convention 2005 MSADA Convention 2005 MSADA Convention

President's Message

National Conference Report

In terms of the number of schools, Maryland is not one of the larger member states in the National Federation. However, we certainly had a huge attendance and an enormous impact at the National Conference in New Orleans.

We had 61 pre-registered attendees. This figure far surpasses states such as Texas, New Jersey, New York and Pennsylvania. Only states such as Illinois, Indiana, Wisconsin and Virginia had greater attendance. That is impressive and definitely demonstrates that we have become a leader in the nation.

Our members also played major roles at the conference. On the LTC scene, Ron Belinko chaired and taught LTC 507, Mike Lafferty did the same for LTC 516, and Kathy Graybeal served as the chair for LTC 512, Derek Maki helped to teach LTC 507, Mike Williams helped with LTC 504 and David Hoch Co-Chaired and taught LTC 510.

Don Disney, Howard County's Coordinator of Athletics, and David Hoch presented one of the 30 workshop sessions, "When the Fan Should be Banned." Of course, most of the attendees attended other workshops, took LTC courses, and visited with a huge collection of vendors.

If you have never attended a national conference, please consider it next year. You will probably find that taking part in this opportunity is one of the most fulfilling, uplifting and positive experiences that you will ever have. Professionally, this is the ultimate experience and the 2004 New Orleans Conference was certainly notable for Maryland!



*Dave Hoch, CMAA
President MSADA*

Section 2 News

One of the hot topics at the Conference and in the Section 2 Meeting was renewed interest in dual membership. The discussion covered potential benefits for the NIAAA and what affect it could have on individual state memberships. This is one that we in the MSADA should be analyzing and thinking through so that we are positioned to act prudently for Maryland.

The NIAAA has continued to expand sponsorship agreements which provide a beneficial relationship with both entities. These sponsorships improve the financial standing and future of the NIAAA and, in some cases, also provide benefits to individual states. If anything, the MSADA has been able to learn from the structure of these arrangements and this should ultimately benefit our association in our own efforts to involve more corporate sponsorships.

With the retirement of Frank Kovaleski, Bruce Whitehead has assumed the mantel of NIAAA Executive Director and there will certainly be a smooth transition. Although, the idea of moving the NIAAA headquarters from the NFHS building was discussed as well as the possible restructuring the NFHS – NIAAA relationship. This issue will be tops on the agenda in the foreseeable future.

NIAAA Partnerships

If you remember, the NIAAA has sponsor partnerships with a few companies, and as part of the agreement, Maryland will get a percentage of the profits from the NIAAA for your purchases from CoachesLocker.com and Clear Defense. One of the pleasant surprises at the National Conference is that we were one of 8 states nationwide to receive the first rebate checks. Ours was in the amount of \$250 from CoachesLocker.com.

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.

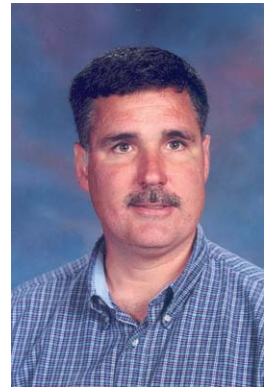
Clear Defense, the other NIAAA corporate partner, produces a laminate protection product for your glass backboards. It will prevent glass spraying down on players in the event that a backboard is shattered due to a player hanging on the rim.

While many of you may deal with vendors with whom you have a long-time relationship, please also consider both CoachesLocker.com and Clear Defense if you are looking for new ideas and products. In both cases, it is a win-win situation for the MSADA.

2nd Vice President's Report

Student-Athlete Handbook Helps Avoid Problems

Karl Heimbach, CMAA — Athletic Director at Magruder High School



One of the most useful tools which we use at Magruder High School to communicate our expectations to our athletes and parents is our Student-Athlete Handbook. Once teams are selected, I distribute enough copies of our Student-Athlete Handbook to our coaches for each athlete to take home. The athlete and the parent/guardian review the Student-Athlete Handbook and return the last page which is signed by both parties to the coach. This needs to be done prior to the first contest.

Our handbook describes the rules, policies, procedures, and framework within which our school athletic department functions. This handbook is revised each year so that the document allows for change and improvement when warranted. Suggestions for changes or additions can come from the athletic department, administration, faculty, students, community, and coaches.

The following topics are included in our Student-Athlete Handbook:

- | | |
|---|--|
| Philosophy | Arriving Late and/or Missing Practice |
| Sportsmanship and Citizenship | Equipment and Responsibility for Proper Care |
| Eligibility | Participation and Outside Teams |
| Academic Standing | Inclement Weather Procedures |
| Expectations | Physical Education Participation |
| Smoking, Substance Abuse and Steroids | Requirements for Participation |
| School Attendance | Transportation |
| Risk Statement (new after recommendations from LTC 504 and 506) | |

During the course of a school year, countless issues involving student-athletes arise. This Student-Athlete Handbook has been able to resolve many of the issues quickly and fairly so that rules are applied in an equitable manner for all student-athletes. A copy of our handbook can be received as an attachment by E-mailing Karl Heimbach at: Karl_Heimbach@fc.mcps.k12.md.us

2004 MSADA Vendors

Company	Phone Number	Representative	Web Site
A. A. E., Co	(610) 825-6565	Bob Gower	www.aaesports.com
Athletic World Advertising	(888) 576-7776	George Aitken	www.schedules@athleticworld.co
Circle System Group	(800) 248-0019	Corky Connolly	www.circlesytemgroup.com
Cisco, Inc	(410) 325-4800	Chris Dreyer	www.ciscoathletic.com
Crown Trophy	(301) 963-3570	Martin Hollander	www.crowntrophy.com
Custom Team Apparel	(217) 469-2620	Susan Blackburn	
Daktronics, Inc	(410) 636-3633	Sandra Lutsche	www.daktronics.com
Dynamic Team Sports	(610) 518-3300	Shawn Laidlaw	info@dynamicteamsports.com
Fitness Resource	(540) 751-0920	Mickey Kocur	www.fitnessresource.com
Football America	(410) 309-9920	Craig Ray	www.footballamerica.com
J.R. Sellman, Company	(610) 337-0130	Bob Sellman	
Joe Corbi's Fundraising Co.	(410) 525-8331		
MF Athletic Company	(800) 715-3576	Meghan Taylor	www.mfathletic.com
National Ticket Company	(570) 672-2900	Rich Eddy	www.nationalticket.com
Neff Awards & Sportswear	(410) 879-3341	Gary Eisdorfer	www.neffco.com
Nevco Scoreboards Company	(410) 655-9195	Russ Flowers	www.necvoscoreboards.com
Optimum Health Network	(732) 245-0210	Stevie Kiziukiewicz	
Perm Award	(610) 7363231	Tom Kerchner	www.permaward.com
Personalized Sports Art	(800) 486-5530	Paul Levine	www.personalizedsportsart.com
Pioneer MFG, Co	(216) 671-5500	Jim Pike	www.pioneer-mfg.com
Power Ad Company, Inc	(785) 823-9483	Roger Naylor	www.power-ad.com
Recreation Resource, Inc	(610) 444-4402	Ray Miller	www.recreation-resource.com
Schedule Star	(740) 633-6010	Beth Moore	www.schedulestar.com
Sports Imports, Inc	(614) 771-0246	Phil Waters	www.sportsimports.com

Remembering Lesley Cooke

More Than Just an Accomplished Athletic Director Cooke Passes Away Unexpectedly on November 19, 2004

By: Dallas Cogle, Maryland Independent staff writer



If you did not know Lesley Cooke, handpicking her out of a crowd would have been a difficult endeavor. She was not a showy person who required the limelight. But ask anyone who knew Cooke, from her family, friends and co-workers to her sphere of influence, and none of them ever found it too difficult to spotlight who she was, what she did and the impact she made on all her relationships.

“She was very professional and at the same time very supportive,” said McDonough girls basketball head coach Brenda Tillotson, who began working at the school eight years ago.

“She’s done nothing over the years but assist and help me as a person and coach. At the beginning of my first year on the job, she was just my supervisor. At the end of that year, she was my mentor and friend. She’s always been there for me.”

“I worked with her as a phys. ed. teacher, and she was the heart of the operation,” added McDonough boys basketball head coach Dave Rooney, who knew Cooke for eight years — the last seven while being at McDonough. “She was not only our boss but a mother figure for us. If I had a question about anything, she was always there for me. She’s probably the most professional person you’ll ever meet. When I got to school everyday, she’s the person I said hi to first. I always knew she was there for us.”

Tillotson and Rooney represent a McDonough Rams athletic family and extended community. Her death was the result of cardiac arrest, according to her husband, Don Cooke, the principal of La Plata High School.

The McDonough athletic director lived for 57 years and touched many who sat under her teachings as a Charles County educator for 35 years. She transferred from General Smallwood Middle School to McDonough when the high school opened in 1976, using her relational approach — as a mother of two and grandmother of four — as the basis for an accomplished career in education.

“She was great with the athletic boosters — she was just a great person,” McDonough wrestling head coach Don Myers said. “She was always there for you, and she gave me my first [head coaching] job.”

“I’ve known Mrs. Cooke for a long time, being an assistant coach at McDonough for seven years and I played baseball for her husband at La Plata,” Westlake athletic director Dom Zaccarelli added. “She’s hard working and always willing to help. It’s a loss to McDonough but also to Charles County schools. She was well respected by her colleagues and friends and always willing to help you out.

“I was definitely shocked to hear about it. It really threw me for a loop, especially since it wasn’t that long ago we were talking on the phone.”

Everyone has shared Zaccarelli’s reaction to the unexpected nature of Cooke’s death, including those who called her a wife and mother. “There was just absolutely no indication that anything like this was going to happen,” said Don Cooke. “This is extremely difficult, to say the least. It’s the hardest thing I’ve had to do. She was a wonderful person.

“I just don’t know what the future has in store.” Cooke’s daughter, Tracy Reese, 36, added: “There’s unbelievable sadness. It was too early for her to go. She had gone into work on Sunday, which was very indicative of who she was. She had a job and wanted to do it right, and she loved all the people she worked with. Our family is devastated. She had no reason to die — that’s why it’s been so hard. It was completely unexpected. We had no idea it was coming. We expected to live a long, healthy life making memories together. But if she would’ve been 85 years old, it wouldn’t have been any easier.”

Cooke’s son, Matt, 31, concurred with his sister. “It’s very sudden for us,” he said, fighting to hold off the tears. “It’s rough. I’m just happy that, coincidentally, I stopped by to see her on Sunday, as did my sister with the busy lives we lead. And my grandmother spoke with her too. It’s just something ... I don’t know why people go. She was a fighter.”

Along with a husband, son and daughter, Cooke leaves behind three granddaughters, Lilly Reese, 6, Olivia Reese, 3, and Chloe Cook, 3, and grandson Corbin Cooke, born Dec. 29, 2003. Cooke’s mother, Lillian Welch, 79, is still living. Other immediate-family survivors include son-in-law Tommy Reese and daughter-in-law Jennifer Cooke.

Continued on page 5

“We’re fortunate that we had her for as long as we did,” said Matt Cooke, who is a teacher in Prince George’s County. “She got to see both her kids get married, and she got to see her grandchildren. She raised good kids. She was definitely proud of us. I had her for 31 years, and she made me proud and I feel like I made her proud.”

Cooke always deflected praise and credit. A private burial was held for the family.

Meanwhile, the Cookes have already begun reflecting upon the life of someone they loved. “Christmastime was her favorite time of the year,” Cooke’s daughter said. “She could be with her family during Christmas, and she loved the Christmas spirit. She enjoyed everything about it — decorating the Christmas tree, shopping for presents, doing things at her house. It’s hard to be in my parents’ house, because, wherever you turn around, you see so many memories of her. My mom was part of my everyday life. We did so much together.

“As recent as October, 2004, we went on a yearly trip to the pumpkin farm in Virginia. I’m going to miss those special moments and everyday conversations with her.” The relationship between Cooke and her daughter was described as special with no regrets or guilt.

Cooke’s son had an identical take on his rapport with his mother, particularly during the Christmas season. “Every time I think about her, Christmas pops into my mind,” he said. “She’s always done things really nice for Christmas. One of her mandates is at Christmas we’ll always be together at some point during Christmas day. She never wanted anybody to buy for her, and that was all the time — not just during Christmas. She always said to keep your money. She just wanted to provide.”

After 37 years of marriage — 39 spent together, all told, beginning the relationship at High Point College in North Carolina — Don Cooke now begins the journey of carrying on his wife’s legacy. A task that he cherishes despite her absence from his side. “I remember her as being very unselfish,” he said. “The needs of her friends and family always came before her. She always looked after us. If she came in late at night and I was asleep, she was always careful not to make any noise. That’s the kind of person she was. She was happy doing what she was doing professionally. Both our kids and grandchildren live here where we could see them on a regular basis. She’ll be surely missed by her family. She would do anything and everything for her family. Herself always came last.”

Cooke’s husband went on to say that she never asked her staff in the McDonough athletic department to do anything she would not do first. He described her work ethic as always having “her sleeves rolled up.” Such a behind-the-scenes mentality now has Cooke on the forefront of many people’s hearts and minds. “She was important to McDonough, but she was very important to me,” Tillotson said. “I often went to her to talk, not just about the job but about life and other things.”

“She’s the only athletic director I’ve ever worked for,” Rooney added. “So I’m going to hold the next one to Mrs. Cooke’s standard, because she did it the correct way.”

Note: The McDonough Athletic Boosters has named one of its scholarships after Cooke, calling it the Lesley W. Cooke Memorial Scholarship Fund. Contributions can be made to the fund, which will continue to be annually awarded to one male and female student-athlete in the school during the spring. The main criteria to receive the scholarship is based upon lettering in a sport and a review by the boosters committee. The scholarship has been in existence since 2001 and has awarded its winners with \$500 each in the past. This dollar amount could increase depending on the amount of contributions.

In Memoriam - Stanley J. Fieldman

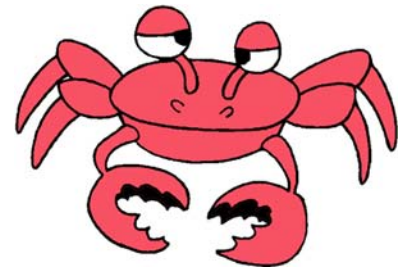
At the age of 77, Stanley J. Fieldman, coach and athletic director at Southern High School for 33 years, died of pneumonia Wednesday, December 23.

At Southern, Mr. Fieldman had coached baseball, basketball, football and swimming.

Mr. Fieldman attended Forest Park High School and played on their football team. After graduating he joined the Army and served in Guam and Hawaii during World War II. After the war he attended and graduated from Western Maryland College. In 1951, he was hired as a teacher and coach at Southern. He earned his master’s degree from Towson State College in 1970.

While at Southern, Mr. Fieldman met his wife, Mary Lucille Nolan, an art teacher. They were married in 1957. Mr. Fieldman is survived by his wife and two of his three children.

CRAB TALK!



Executive Director - Carol Satterwhite:

Maryland had 61 people attend the national conference. We had 5 state door prize winners. **Dave Anderson, Lackey** - a Box of Hand wrapped Cigars and a Citrus Pack from Florida; **Lori Batts, Mardela Springs** - a week ski vacation at Copper Mountain from Colorado; **Christine Johnson**, retired- Star Quilt from New Mexico; **Dick Knode**, retired - \$125.00 Gift Certificate, a Winery Tour and Dinner from Missouri; **Jane Rones, Pikesville** - Silver Belt Buckle and Picture Frame from Texas. **Mary Fisher** didn't win anything this year. Better luck next year Mary. We received three rebate checks from companies our AD's have patronized. \$250.00 from Coaches Locker; \$144.50 from Clell Wade State Coaches Directory and \$25.00 Toro Field Equipment

District 1A - Washington, Alleghany, & Garrett Counties District Rep - Marcia Nissel:

Teresa Bachtell, Smithsburg and **Bill Sterner, Hancock** have each achieved CAA designation.

District 1B - Carroll & Frederick Counties District Rep - Jim Horn:

Update on AD position in Carroll County: AD's are paid as 11 month teachers with an AD stipend, they do not teach and they work on flex time. Plus they cover all athletic events, are in charge of facilities, are beginning the process of formally evaluating athletic programs and coaches, and have other duties as assigned by their schools. **Tim Ambrose** has stepped down as football coach at *Middletown HS* after 31 years to concentrate on his duties as AD at the school; **Leo Totten**, AD at *Francis Scott Key HS*, spent this summer at the Olympic Games in Athens serving as the Team Leader for the US Olympic Weight Lifting Team; **Bill Rumbaugh**, AD at *Winters Mill HS*, along with his wife Kelly and daughters Karli and Chelsea, successfully adopted a daughter, Cassie Rose-Ling. The family traveled to China between December 31 and January 12 to bring Cassie home to the US!

District 2B - Montgomery County Public Schools (MCPS) District Rep - Jim Tapley:

Northwood High School has re-opened with **Tom Manuel** as the AD. Tom Manuel, came out of retirement to assist with the re-opening of *Northwood*. The school, located in Kemp Mill, has opened with only 9th graders and plays mostly a JV schedule. MCPS has two new AD's: **Paul Fahrner**, a long-time PE teacher and coach (football, baseball, and basketball) has taken over the AD's position at *Rockville High School* for **Ray Trail**. (Ray left Rockville and is at Northwood as a PE teacher and coach.) Paul is very involved with high school baseball, both at the county and state level. **Ray Sacramo** is the new AD at *Seneca Valley High School* in Germantown. Ray is a science teacher and former coach. Ray also served for many years as the assistant AD at the school. Update on

certification held by MCPS people: **CMAA - Butch Hilliard**, AD, *Blake*; **Duke Beattie**, Coordinate, MCPS Athletics **Karl Heimbach**, AD,

Magruder; **CAA -Sue Amos**, AD, *Walter Johnson*; **Ron Lane**, AD, *Springbrook*; **Keith Adams**, Asst AD, *Springbrook*; **Ed Ross**, *Watkins Mill*; **Gaby von Nordheim**, Special Asst to Coordinator, MCPS Athletics **RAA - Rob Leonard**, AD, *Damascus*; **Jeff Sullivan**, AD, *Paint Branch*. Summer LTC courses will be offered in 2005: 2nd Summer Institute will be held again at *Magruder High School* this summer. The date is Monday July 25, 2005. Six LTC courses will be offered during two sessions, as well as the CAA exam. This is a great opportunity to take LTC classes. Special thanks to **Karl Heimbach**, *Magruder's* AD, for coordinating the arrangements for this event! The following AD's from Montgomery County attended the National Conference in New Orleans: **Sue Amos**, *Walter Johnson*; **Duke Beattie**, MCPS Athletics; **Bob Cilento**, *Sherwood*; **Karl Heimbach**, *Magruder*; **Butch Hilliard**, *Blake*; **Gaby von Nordheim**, MCPS Athletics.

District 6 - Baltimore County Public Schools District Rep - Reggie Brooks:

Jill Masterman, Supervisor, Office of Athletics, BCPS achieved CMAA Status. **Derek Maki**, AD, *Kenwood H. S.*, assisted with the teaching of LTC 507; **David Hoch**, AD, *Loch Raven H. S.*, assisted with the teaching of LTC 510 and presented at a workshop; **Mike Lafferty**, AD, *Dulaney H. S.*, taught LTC 516; **Ron Belinko**, Coordinator, Office of Athletic, BCPS, assisted with the teaching of LTC 507, presented at a workshop, and was part of the Blue Ribbon Panel discussion. 13 athletic administrators from District 6 attended the conference.

District 11 - MIAA Private Schools District Rep - Tom Lentsch:

Boys Latin has announced that interim AD **Brian Thomas** has been officially appointed as the new AD. Best wishes to Brian from your fellow MIAA AD's. The proposed football merger between IAC and MIAA will not take place. However, the MIAA announced that it will admit *Georgetown Prep* from the IAC and elevate *Archbishop Curley* from the MIAA-B conference to round out its 2005 A conference football schedule. *Baltimore Lutheran* is beginning construction of a 'turf' field on its campus to resolve major field space limitations. This will be a welcomed improvement for *Baltimore Lutheran's* athletic program. Construction of the new 1,000 seat gymnasium, fitness center, and classroom complex has begun at *Archbishop Spalding High School*. The facility should be read for the 2005-06 school year.

NFHS Citation Award

One of the ten individuals who were honored and received the NFHS Citation Award at the National Conference Banquet was Mr. Ron Belinko, the Coordinator of Athletics for Baltimore County. Ron has been involved in athletics in Maryland for the past 39 years. He began his career as a teacher and coach - football, wrestling and lacrosse - at several Baltimore County high schools –, before moving into his present position in 1993.

As the former director of the state wrestling tournament, Ron was recently inducted into the National Wrestling Hall of Fame. In 2001 Belinko received the 2001 Maryland State Wrestling Association's "Longtime Service to Wrestling Award" and in 1987, Ron was inducted into the Maryland Wrestling Hall of Fame.

Since 1983, Ron Belinko has served on the Maryland Public Secondary Schools Athletic Association's Board of Control and on the Executive Council for 13 years. Ron also served a term as the President of the MPSSAA. In addition, Belinko has been the director of the MPSSAA Lacrosse Committee since 1984.

On the national level, Belinko has served on the NFHS Boys' Lacrosse Rules Committee and is currently its chairperson. Ron is the Leadership Training Coordinator for the MSADA and is also the national chairperson for LTC 507 and LTC 502. Belinko has

also presented workshop sessions at four national conferences.

Ron was only the second Maryland athletic administrator to be presented with the NFHS Citation in the 29-year history of the MSADA. Congratulations on this well deserved honor!

NIAAA Distinguished Service Award

At the National Conference Luncheon, David Hoch, the Director of Athletics at Loch Raven High School, was one of 12 recipients of the NIAAA Distinguished Service Award. Hoch is the current president of the MSADA and was the second athletic administrator in Maryland to earn his CMAA.

David Hoch has presented 8 workshop sessions at the National Conference and has published over 170 articles in national professional magazines. He is a member of the NFHS Coaches Quarterly Publications Committee and Athletic Business Magazine's Editorial Review Board. Additionally, Hoch serves as the Maryland Director for the NFHS Coaches Association and the Maryland State Representative for the National Association of Sports Public Address Announcers.

Currently, David is a member of the NIAAA Awards Committee and the co-chair of Leadership Training Course 510. He has served as one of Maryland's delegates to the National Delegate Assembly on six occasions and was the Section 2 2004 At-Large candidate for the NIAAA Board of Directors.

In 2000, Hoch was honored as the MSADA Athletic Director of the Year and in 2002 was awarded the NIAAA Maryland State Award of Merit. David was one of eight finalists for the NHSACA National Athletic Director of the Year in 1999.

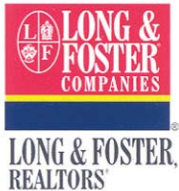
On the state level, David Hoch was one of the co-founders of the Maryland State Coaches Association and served as its first president. Currently, he is the membership director and newsletter editor. In addition to serving as the president of the MSADA, Hoch has presented 9 workshop sessions at our annual conference and has served as one of the LTC 501 instructors.



2nd Annual M.S.A.D.A. Summer Institute

The Maryland State Athletic Directors Association is proud to announce an opportunity to take LTC classes and the CAA exam during the summer to improve your skills and knowledge in the field of athletic administration. Registration forms can be downloaded from M.S.A.D.A. website at www.msada-md.org, the newsletter in June, or at the conference in Ocean City in April.

Date:	Monday, July 25, 2005	
Cost:	\$90.00 per class if you register by June 20th \$110.00 per class if you register between June 21-July 15th \$125.00 per class for registration at the door.	
Location:	Magruder High School 5939 Muncaster Mill Road Rockville, MD 20855	
Classes:	Session 1	8:00 AM - 12:00 PM
	LTC 501	Philosophy, Leadership, Organizations, and Programs
	LTC 503	Citizenship Through Sports and Fine Arts
	LTC 508	Management Strategies and Organization Techniques
	Session 2	1:00 PM - 5:00 PM
	LTC 504	Legal Issues 1
	LTC 514	Dealing with Challenging Personalities
	LTC 520	Character and Coaching
CAA Exam	9:00 AM - 11:00 AM	



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29th M.S.A.D.A. Conference Registration

April 22-24, 2005

Princess Royale Hotel and Conference Center, Ocean City, Maryland

Last Name _____ First Name _____
 School _____ School Phone _____
 School Address _____
 City _____ State _____ Zip _____
 Home Address _____
 City _____ State _____ Zip _____

Are you a member of: MSADA _____ NIAAA _____ Years as Athletic Director _____

Conference Registration

\$95.00 per MSADA member (\$110.00 at conference) \$ _____

\$125.00 per non-member (\$150.00 at conference) \$ _____

If you have not paid your '04/'05 state dues, add \$30.00 \$ _____

Registration includes one Saturday Banquet ticket and Sunday Breakfast ticket

Registration fees are Non-Refundable

Guest Registration

Name of Guest _____

Will guest be attending the Saturday Guest Breakfast? Yes No

\$30.00 per extra banquet ticket How many? _____ \$ _____

\$10.00 per extra breakfast ticket How many? _____ \$ _____

Seafood Buffet on Friday, April 22

at Phillips Crab House
 2004 Philadelphia Avenue
 5:30 pm - 7:00 pm

\$30.00 per ticket How many? _____ \$ _____

Buffet includes crab legs, mussels, shrimp, beef, chicken, ham, salads, vegetables, pastas, bread, and desserts

Golf Registration on Friday, April 22, at Ocean City Golf and Yacht Club

\$90.00 per person Check One - Early Tee Time before 7:30 _____ or Late Tee Time after 7:30 _____
 (limit of 72 participants)

Name of Golfer

1. _____	\$ _____
2. _____	\$ _____
3. _____	\$ _____
4. _____	\$ _____

LEADERSHIP TRAINING COURSES - \$ 90.00 if postmarked by March 28
\$110.00 if postmarked from March 28 – April 2
\$125.00 after April 2 (you will not receive your class materials until May)

Thursday, April 21st 6:00 pm – 10:00 pm

LTC 501 – Athletic Administration: Philosophy, Leadership Organizations and Professional Programs

This flagship course of Leadership Training serves as an overview for the Certified Athletic Administrator Examination. Topics discussed include: NFHS, NIAAA, Legal Issues, Communication, Budgets, Technology and Leadership Styles. The course also previews the NIAAA Certification Program and the Leadership Training Program. It is a prerequisite for all levels of certification. A student activity manual is included. \$_____

LTC 515 – Athletic Administration: Field Management

This course provides athletic administrators with a practical, cost-effective and scientific approach to turf management. Upon completion, administrators will have developed skills and knowledge required to maintain, safe, resilient and attractive fields. The course will help athletic administrators develop long range, operational and assessment plans and a documentation process for outdoor playing surfaces. An instructional/reference manual is provided. \$_____

Friday, April 22nd 8:00 am – 12:00 pm

LTC 506 – Athletic Administration: Legal Issues II (Title IX, Sexual Harassment, ADA and Employment Law)

This course will provide an overview of contemporary interpretation of law for each topic area, along with contemporary case law studies. Athletic administrators will also be provided a Title IX program assessment instrument. Through the use of this assessment tool, directors will be able to determine the degree to which local schools meet current Office of Civil Rights (OCR) standards. \$_____

LTC 508 – Athletic Administration: Management Strategies and Organization Techniques

This course is designed to inform athletic administrators how to more effectively organize and manage their time, apply time management principles, be more productive and have balance to life. Instruction will focus on 12 key components and strategies, including proven techniques and tips to teach participants how to: Set Goals and Priorities, Plan for Results, Organize for Success, Process Paperwork, Delegate Effectively, Eliminate Timewasters, Enhance Decision-making, Make Meetings Productive, Conquer Procrastination, Utilize Technology, Communicate Effectively and Reduce Stress. \$_____

Saturday, April 23rd 8:00 am - 12:00 pm

LTC 525 – Athletic Administration: Game Management/Event Announcing (New Course)

This course is designed to assist the athletic director in understanding his/her role in managing the public address program for athletic contests. Topics include the role of the athletic administrator and the announcer; announcing guidelines for addressing emergency situations, security situations, unsportsmanlike situations, pregame, during contest and post game announcements; halftime; preparing student announcers and understanding sound systems. Attendees will receive a resource textbook containing announcing guidelines endorsed by the NIAAA, the NAIA and the NJCAA as well as a thirty-four minute CD featuring Bob Davis, the voice of the University of Kansas and the Kansas City Royals. The CD addresses key issues regarding public address announcing and demonstrates proper and improper announcements. \$_____

Total Amount Enclosed \$_____

Please send registration form and check payable to MSADA to:

Carol M. Satterwhite, CAA
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