

Athletic Reps Meeting  
Thursday, October 6<sup>th</sup> 2011

**Minutes**

**In Attendance:**

Athletic Executive: James Durkin, Sarah Malone, Liz McGarvey, Karen Paul, Brian Evans, and James Gauthier.

Athletic Reps: Alyssa Riley, Kim Naylor, Tim Shannon, Ted Howe, Kirsten Hannifan

**Welcome and Prayer:**

Secretary- James Durkin

Introduction of Athletic Association members

**Code of Conduct**

-handed out new code of conducts and reminded reps to remind students, coaches, and parents at their schools about the code of conduct for tournaments.

**Rep Duties:**

-discussed athletic rep duties as well as proper lines of communication throughout the association.

**Tournament Schedule** – handout – also posted online

Need for more people involved; executive does the legwork and can't be responsible for convening all tournaments too

Site coordinators are persons who will facilitate at a site when convener must go between 2 sites

-convener not charged to school budget

-discussed the possibility of having EA's and/or retired teacher convene tournaments

Duties of the convener include recording results of tournament, making decisions re ties etc., faxing results to James Durkin

**Cancellation Procedure**

Convener and Patti make decision by 7a.m. (latest) then calls to all radio stations are made and one to supply coordinator to cancel supplies

When calling for a supply, a teacher must state that the supply is needed because of a tournament. If this is not done, then the cost of the supply will be booked to the school when a supply shows up and the tournament has been cancelled

**Adherence to Schedules**

Teams that arrive late/ leave early will forfeit their tournament position

Parents should be used to collect students if needed

Schedules end at 2:30 (2:45) latest; the schedules are sent out early enough that the schools should make bussing arrangements ahead of time.

Convener can adjust schedule if a need arises i.e. injury – every remaining game still has equal time but may be less than the original schedule says

-several reps came forward at the end of the meeting and volunteered to be conveners for tournaments throughout the year. James will update the tournament listings on-line.

### **Busing Issues:**

Reps are encouraged to book their buses for the entire year

-bussing issues will be discussed with Lynn Wallace

-Tim Shannon recommended talking with Steve Wowk at Tri-Board

-many schools ran into bussing issues for transportation to soccer

### **Coaching Clinics:**

If any reps hear of clinics throughout the year, please pass on to James and he will forward to all reps in the west.

### **Computer Website Access**

Demonstration done on how to access the Athletic Association web page

Site is being updated regularly and will be the primary source for updates throughout the year.

Recommended that reps look at the website before contacting members of the executive with questions.

### **Registration Forms**

-forms were handed out to all coaches so that schedules can be made up for the year.

### **Handbooks**

-all those needing an updated version of the reps handbook were asked to give their name to James so he could get new versions out to all reps. All information can also be found on the website.

### **New Business:**

Tim Shannon requested that the executive conduct a survey of 'B' schools to determine if they were willing to go to a boys and girls tournament at the junior level instead of sending mixed teams. The executive members agreed to create a survey and send out to all 'B' school reps.