



NYSAAA

New York State Athletic Administrators Association

Minutes
Executive Board Meeting
Sunday, September 16, 2018
Saratoga Springs, New York

Attendees: Denise Kiernan, President
Brett Banker, President-Elect
Michael Murray, Vice President
Mike Giruzzi, Treasurer
Scott Sugar, Past-President
Roger Brown, Secretary
Denny Fries, Liaison to NIAAA

Alan Mallanda, Executive Director
Jim Wright, Assoc. Executive Director
Pete Shambo, Dir. of Prof. Dev. & Membership Services
Chris Rozek, Recording Secretary

The meeting was called to order by President Denise Kiernan at 11:57 a.m.

Motion was made to amend the motion from the spring minutes:

Motion was made to appoint Todd Gulluscio and Kermit Moyer as co-chairs of membership.

1st – Roger Brown 2nd – Denny Fries passed

Motion was made to approve the spring meeting minutes with the above amended motion.

1st – Roger Brown 2nd – Brett Banker passed

Treasurer's Report – Mike Giruzzi

- Please see attached Treasurer's Report.
- The association is in good financial shape.
- The investments have done well.

A motion was made to accept the Treasurer's Report.

1st – Scott Sugar 2nd – Mike Murray passed

Membership Report – Alan Mallanda

- Members were transferred from Family ID to Final Forms/AMP.
- 940 individual records transferred into the Final Forms/AMP database. Looking to clean-up the membership lists to get more of an accurate listing. 456 are confirmed which means those members have confirmed their account and unconfirmed are not 484.

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- Current members – 445 members going date-to-date. 151 expired as of this date.
- The change is going well. Working out the bugs but all is going smoothly.

President's Report – Denise Kiernan

- Please see attached President's Report.
- Denise shared the initiatives are great and we will review them with the chapter representatives.
- In the Representative Board meeting orientation that follows, Brett will show them ways to move forward. Break-out session topics will be good.
- Teach them how to facilitate the roles of the chapter representatives. Teaching them what to do with their chapter committees. Professional Dev., Awards/Memberships, Aspiring the AD Program. This will be a chance to communicate to the chapter representatives and continue from the conference meeting.
- Thank you to Pete Shambo and Steve Young in getting the LTI course information out for the conference.
- Master of Ceremony for the Awards Banquet will be Chris Watson. Bob Stulmaker will do the HOF Luncheon.

NIAAA Updates – Dennis Fries

- Please see attached NIAAA report.
- National conference will be in San Antonio December 15-17, 2018
- Summer Institute – Pete Shambo shared the dates are prior to the end of school. Pete thanked Alan for his support in getting the information out on the website.
- There will be a blood drive held at the Hilton at the 2019 conference in support of the NIAAA National Emergency Network.

Motion was made to have NYSAAA support the Section I hospitality at the national conference in the amount of \$500.00.

1st - Mike Giruzzi 2nd - Mike Murray passed

Executive Director's Report – Alan Mallanda

- Please see attached Executive Director's Report.
- Roger Brown is stepping down as secretary starting for the 2019-2020 year.
- Looking for a new secretary and vice president. Scott Sugar is in charge of the nominations.

Motion was made to take membership out of the Director of Professional Development responsibilities.

1st - Mike Giruzzi 2nd - Mike Murray passed

Motion was made to have the Secretary now serve as the Liaison to all Committee Chairs.

1st - Mike Murray 2nd - Denny Fries passed

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- Time to rejoin NYSCEA (leaders of the state organizations). An application was submitted and it was approved. Would like to have two people on the board if Greg Warren would like.
- Timm Slade and Don Webster gave written reports of LTI and certification meetings held in Indianapolis, IN.
- Looking at having an upstate/downstate leader in assisting Steve Young and Josh Lacy.
- Scott Sugar & Timm Slade becoming certification leader. Denny noted that one of the certification chair has to be a CMAA.

Motion was made by Denny Fries to have co-chairs for certification minimally have one being a CMAA and the other must be a CAA.

1st - Denny Fries 2nd - Mike Giruzzi passed

Recommendation to appoint Timm Slade as the Co-Certification Chair.

1st - Mike Giruzzi 2nd - Scott Sugar passed

Membership – A recommendation was made to have an increase in membership dues for the 2019-2020 to \$80.00 for a total of \$160.00. Will recommend it to the Representative Board on the 17th.

1st - Denny Fries 2nd - Scott Sugar passed

- HOF Nominations we discussed.
- It was noted that the Screening committee and rating committees changed the rubric to reflect a bigger involvement in NYSAA involvement.

Motion was made to accept all five of the nominations.

1st - Denny Fries 2nd - Roger Brown passed

- NYSAAA Wall of Honor Nominees – the veterans do the screening and recommendations. The recipients will be honored at the HOF Awards Luncheon. This year's recipients will be:
 - Richard H. Brown (deceased), Owego
 - John Moiseichik (deceased), Cortland

Motion was made to accept both nominees into the Wall of Honor.

Brett Banker Scott Sugar passed

- NEDC conference was very successful. Attendees said there were great workshops.
- Negotiations with the Hilton for 2021-2023 and reached an agreement. Rate increase will be \$143.00/night.

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Associate Executive Director's Report – Jim Wright

- Please see attached Associate Executive Director's Report.
- Jim attended the NEDC meeting in Glens Falls.
- Jim was appointed to the faculty for the upcoming NIAAA conference for *LTC 707 – Evaluations and Assessments of Staff*.
- Aspiring Athletic Administrator Program was discussed. Information is attached.

Director of Professional Development & Member Services – Pete Shambo

- Please see attached Director of Professional Development & Member Services Report.
- Instructors have been identify for the LTI courses that will be offered at the 2019 conference.
- Meeting report from the State LTI & State Certification Coordinators Meeting held Sept. 8-10, 2018 is attached.
- Our course offerings around NYS are good. Hoping to get even more involved.
- CAA exam that was to be offered at this meeting has been rescheduled to November.

Continuing Business

- Jim Wright shared that a discussion will be made with Greg Warren about the possibility of having COA separating from NYS AHPERD.

With no further business to discuss, the meeting was adjourned at 3:00 p.m.

Respectfully submitted by:

Chris Rozek

Chris Rozek

Recording Secretary



NYSAAA

New York State Athletic Administrators Association

Minutes
Representative Board Meeting
Monday, September 17, 2018
Saratoga Springs, New York

Attendees: Denise Kiernan, President
Scott Sugar, Past President
Brett Banker, President-Elect
Michael Murray, Vice President
Roger Brown, Secretary
Mike Giruzzi, Treasurer
Denny Fries, Liaison to NIAAA
Debra Ferry, Awards Chair
Murphee Hayes, Awards Co-Chair
Bill Bryant, VAAC Co-Chair
Todd Gulluscio, Membership Co-Ch.
Kermit Moyer, Membership Co-Ch.
Deb Ferry, Awards Chair
Greg Warren, Educ. Initiatives
Steve Young, LTI Chair
Joshua Lacy LTI Co-Chair
Wayne Bertrand, HOF Chair
Greg Warren, Educational Initiatives
Darryl Daily, NYSED
Robert Zayas, NYSPHSAA Exec. Dir.

Alan Mallanda, Executive Director
Jim Wright, Assoc. Executive Director
Pete Shambo, Dir. of Prof. Dev. & Membership Services
Chris Rozek, Recording Secretary

Absent: Kevin O'Reilly, Resol. & Leg. Chair
Bob Stulmaker, VAAC Chair
Patrick Pizzarelli, Certification Chair

Susan Dullea, Chapter 1 Rep.
Regan Johnson, Chapter 2 Asst. Rep.
Chris Ells, Chapter 3 Rep.
Tom Morrell, Chapter 4 President
Patrick Irving, Chapter 5 Rep.
Mark DiFilippo, Chapter 6 Rep.
Matt Walentuk, Chapter 7 Rep.
Jennifer Keane, Chapter 8 Rep.
Mike Kroemer, Chapter 9 Rep.
Eileen Kilcullen, Chapter 10 Rep.
Tim Mullins, Chapter 11 Rep.
Don Scarola, CHSAA Rep. Ex-Officio

David Sunkes, Chapter 2 Rep.
Andy Buchsbaum, Chapter 4 Rep.

Meeting was called to order by President Denise Kiernan at 9:09 a.m.

Welcome and introductions around the room were made.

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Motion was made to accept the minutes from the Executive Board spring meeting with the amended motion of Todd Gulluscio and Kermit Moyer will be co-membership chairs.

1st – Mike Giruzzi 2nd – Pete Shambo Passed

Treasurer's Report – Mike Giruzzi

- Please find attached the Treasurer's Report.
- The association is in very good shape financially.
- We supported the NECD conference that was held in Queensbury during the summer.

Motion was made to accept the Treasurer's Report.

1st – Eileen Kilcullen 2nd – Deb Ferry passed

NIAAA Liaison Report – Denny Fries

- Please find attached NIAAA report.
- National conference will be in San Antonio December 15-17, 2018.
- Summer Institute – Pete Shambo shared the dates are prior to the end of school. Pete thanked Alan for his support in getting the information out on the website.
- There will be a blood drive held at the Hilton at the 2019 conference in support of the NIAAA National Emergency Network.
- Please submit your Student-Athlete Scholarship/Essay application. There should be one from a male and female from your chapter.

Motion was made to continue to support the NIAAA endowment funds for the golf tournament for \$250.00.

1st – Mike Giruzzi 2nd – Todd Gulluscio passed

- Pete Shambo – 2019 Summer Institute will be held June 23-26, 2019. Registration will go online November 1st.
- There will be 15 LTI courses offered.
- If anyone would like to teach any of the courses, please contact Pete Shambo.
- Jim Wright is now on the National Faculty.

President's Report – Denise Kiernan

- Please find attached the President's Report.
- Thank you to Jim Wright and Brett Banker on working on the initiatives for the NYSAAA.
- The 2019 conference theme is "**Leadership...Getting Ahead of the Game**".
- The program schedule is attached and also on the website.
- Thursday morning there will be a blood drive in support of the National Emergency Network. It will be held in the Gallery.
- The annual board meeting will be held on Wednesday, March 13, 2019 at 3:00 p.m.

Report from Executive Board Meeting:

- It was approved by the Executive Board to remove Membership from the Director of Professional Development & Membership Services.
- Roger Brown informed the Executive Board he will be stepping down as Secretary in 2019. The Secretary position will now become the Liaison to the Committee Chairs.
- We thank Roger for his many years of dedication and service to the NYSAAA.

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A recommendation was made to the Representative Board to increase membership dues \$10.00 to \$80.00. Dual membership will be \$160.00 starting in 2019-2020.

1st – Scott Sugar

2nd – Tim Mullins

passed

➤ It was announced the Timm Slade will become the co-chair for certification.

Nominating Committee – Alan Mallanda

Currently the following positions are looking for nominations:

- Vice President – 4-year term
- Secretary – 2-year term

These positions are posted on the website. Anyone interested, please submit your nomination to Scott Sugar and Alan Mallanda.

Executive Director's Report – Alan Mallanda

- Please find attached the Executive Director's report.
- NEDC meeting was held in Queensbury and was very well received.
- Corporate sponsorships are the same. Currently working on new sponsors. Please patronize the corporate sponsors when you can.
- Newsletter went out.
- Registrations online are now done through Final Forms/AMP. No purchase orders will be not be accepted. Purchase orders must be sent with a check.
- New York State Council of Educational Associations - Greg Warren helped us get back into NYCEA. Greg will be sitting in on that along with Jim Wright & Alan Mallanda.
- Increase in conference registration to \$265.00 (increase of \$10.00). Deadline for early bird is February 8th. \$295.00 will be after February 8th.
- 2021-2023 hotel will be \$143.00. We get \$3.00 back as a rebate to go to help offset the expenses of the exhibit hall.
- Contract with Nassau BOCES for doing LTI courses.
- CAA Exams will be held November 2nd at the NYSPHSAA office
- January 1, 2019, CAA exam requirements will change.
- Denny shared that our association is one of the soundest associations in the US. Thank you to Alan for everything he does to make this happen.

Associate Executive Director's Report – Jim Wright

- Please find attached the Associate Executive Director's report.
- Conversation with NYSCA – reduce the vulnerability for liability.
- We are in good shape and should we consider an endowment for the NYSAAA. What could we do for the membership?
- Committee Chair Report
 - Awards – Deb shared how we get the information out and what our process is.*
 - Membership – Todd shared it was informative on what the chapters need for membership.*
 - LTI – Steve & Josh – access to courses.*
 - HOF – Wayne – Committee met last March (list Class of 2019). Chapter representatives please submit any nominations to Alan & Wayne by January 1st.*
 - VAAC – Bill Bryant – first class of the Wall of Honor will take place at the Dave Martens Luncheon. Sections can nominate people also.*

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Director of Professional Development – Pete Shambo

- Pete reviewed the courses that will be offered at the conference.
- Working hard to do the things the membership wants to do.
- New AD orientation session on opening day of the conference and they will receive a voucher to attend the Summer Institute or LTI courses.
- We would like to commend Pete Shambo on his leadership with professional development along with his committee.

Educational Initiative – Greg Warren

- Develop some course on training for the athletic administrative assistant.
- Work on a curriculum for the assistant.

State Education Department Report – Darryl Daily

- Shared the dates of all the conferences throughout the state.
- CTLE credit is available.
- Working on the NYS Learning Standards for PE. Looking to revise the standards.
- Concussion Management guidelines were updated.
- Health Service Exam guidelines were revised. This year is a transition year.
- New Initiatives for combating substance abuse.
- Guidelines for coaches were updated in July 2018.

NYSPHSAA Report – Robert Zayas

- Process of doing the AD workshops with Todd Nelson.
- Sport of cheerleading – using a more common sense of approach. Their score from one competition to the next will not be the same. It will be based upon the perspective objectivity of the judges. There is no more rubric to follow. Feel we are moving in a positive direction.
- Out of our contract with Spectrum. Signing a contract with NFHS Network. We have control over our rights. And events will be broadcasted over the NFHS Network so more people can see them.
- Transfer Rule – working with handbook committee on determining the protocol on date of registration to school. Cannot go back and try to make eligibility to happen
- Sports Season Ad Hoc Committee – has met twice to exam with the membership the fall season starting to early, winter season too long and what to do for baseball/softball games throughout the season.
- Recommendations:
 - Move fall start date to Monday of week 8 and leave all state championships the same except for football.
 - Winter Monday of week 20
 - Spring Monday of week 37. For baseball/softball potentially instead of having regionals one weekend we have regional finals on week 49 in 8 different locations throughout the state and week 50 state championships.
- Look at the practice requirements. Why are they all different for each sport? Go to practice requirements to 6, 10 for football, wrestlers, fencing, baseball, and gymnastics.
- There is a rapid growth of E-sports.

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Council of Administrators & NYCEA – Greg Warren

- COA conference will be held November 14-15, 2018.
- NYCEA meeting is October 12th.
- Educational Initiatives – anyone who needs CTLE please let Greg know.

Continuing & Old Business

None at this time.

With no further business, the meeting was adjourned at 10:57 a.m.

Respectfully submitted by:

Chris Rozek

Chris Rozek
Recording Secretary



New York State
Athletic Administrators Association, Inc.
 www.nhsaaa.org

Treasurer's Report
June 30, 2018

| | <u>2016-17</u> <u>Actual</u> | <u>2017-2018</u> <u>Estimate</u> | <u>2017-2018</u> <u>Actual</u> | <u>2018-2019</u> <u>Estimate</u> |
|-------------------------------------------------------------------------------------|----------------------------------|-------------------------------------|-----------------------------------|-------------------------------------|
| <u>Income</u> | <u>Budget</u> | <u>Budget</u> | <u>Budget</u> | <u>Budget</u> |
| | <u>Income</u> | <u>Income</u> | <u>Income</u> | <u>Income</u> |
| Conference (Net profit) | 50,057.62 | 55,400.00 | 79,933.83 | 70,000.00 |
| Membership (Total: 570) (563- regular);(41-Retired), | 41,935.00 | 45,000.00 | 44,660.00 | 45,000.00 |
| LTC | 13,585.00 | 20,000.00 | 14,983.89 | 15,000.00 |
| Rebate from NIAAA | 1,200.00 | 0.00 | 1,475.00 | 1,500.00 |
| Reimbursement from NEDC | | | 500.00 | 14,800.00 |
| <u>Total raw Income:</u> | 104,777.62 | 120,400.00 | 141,552.72 | 146,300.00 |
| | | | | |
| | <u>2015-16</u> | <u>2016-17</u> | <u>2017-18</u> | <u>2018-19</u> |
| <u>Expenses</u> | <u>Actual</u> <u>Expenses</u> | <u>Est. Expenses</u> | <u>Actual</u> <u>Expenses</u> | <u>Est. Expenses</u> |
| Meetings Expenses (All types) | 32,822.30 | 27,000.00 | 42,328.18 | 28,000.00 |
| Stipends (Recording, Conf. Reg.&Mmbrshp sec, Vendors) | 11,802.21 | 22,100.00 | 22,933.12 | 23,000.00 |
| Equipment purchases (computer) | 0.00 | 0.00 | 0.00 | 0.00 |
| Treasurer's supplies & equipment (Cartridges, printer, mailings, checks, stamps) | 0.00 | 0.00 | 0.00 | 0.00 |
| Gifts: (Pins for State Conference) | 0.00 | 0.00 | 0.00 | 0.00 |
| Student Essay Scholarship Award | 500.00 | 500.00 | 500.00 | 500.00 |
| Auditing/Tax preparation fees | 1,125.00 | 1,000.00 | 1,125.00 | 1,250.00 |
| LTC | 9,133.84 | 12,000.00 | 11,510.70 | 12,000.00 |
| Dues/fee: (NYSCEA, NIAAA, Sec. 1) | 1,125.00 | 1,250.00 | 1,250.00 | 1,250.00 |
| Donation to NIAAA Endowment & SS | 500.00 | 500.00 | 500.00 | 500.00 |
| Office Management | 49,426.59 | 50,000.00 | 58,220.51 | 60,000.00 |
| Office Expenses | 8,000.19 | 6,000.00 | 2,909.63 | 3,000.00 |
| <u>Total Expenses:</u> | 114,435.413 | 120,350.00 | 141,277.14 | 129,500.00 |

Current investment balance is \$111,605.50

9/2018



NYSAAA

New York State Athletic Administrators Association

President' Report

Fall Representative Board Meeting
Saratoga Hilton, Saratoga Springs, NY
September 16th, 2018

Activities:

NIAAA Section I Meeting, Saratoga, NY April 10, 2018
NYSPHSAA Spring Meeting, Troy, NY May 4, 2018
NYSPSAA Summer Meeting, Lake Placid, NY July 24th-26th

Initiatives from NYS AAA

Chapter Representatives and Committee Chairs Power Point
Brett Banker, Dr. Jim Wright

Aspiring Athletic Administrator Program
Dr. Jim Wright

Conference Planning 2019- "Leadership.....Getting a Head in the Game"

Conference Planning Team:

Susan Dullea, Conference Planner
Patrick Pizzarelli, Section VIII
Jennifer Keane, Section VIII
Chris Ceruti, Section VIII
Carol Roseto, Section VIII
Nina Van Erk, Retired
Todd Santabarbara, Section I
Mike Kring, Section I
Jason Semo, Section I

HOF Dinner MC Bob Stulmaker, NYSPHSAA, Retired
Luncheon MC Chris Watson, NYSPHSAAA
Invocations: Brett Banker, President Elect NYSAAA



NYSAAA

New York State Athletic Administrators Association

2019 MARCH Tentative Conference Schedule “Leadership: Getting a Head in the Game”

Tuesday, March 12th

- | | | |
|--------------------|---------|-----------------------------------------------------------------------------|
| 5:30-9:30pm | LTC 508 | Legal Issues III-Hazing, Constitutional Law, Disabilities, Employment, etc. |
| 5:30-9:30pm | LTC 630 | Interscholastic Contest Management-Planning, Preparation, and Methods |

Wednesday, March 13th

- | | | |
|---------------------|---------|------------------------------------------------------------------------|
| 8:00-12:00pm | LTC 627 | Interscholastic Sports Strength and Conditioning Programs |
| 8:00-12:00pm | LTC 510 | Legal Issues IV -Social Media, Transgender, Event Mgmt, Security etc.) |
| 1:00-5:00pm | LTC 631 | Emergency Management of Interscholastic Events |
| 1:00-5:00pm | LTC 790 | Leadership Training Instructional Methods and Techniques |
| 1:00-5:00pm | LTC 714 | Dealing with Challenging People |
| 1:00-5:00pm | LTC 503 | Enhancing Organizational Management |
| 3:00-5:00pm | | NYSAAA Representative Board Meeting |
| 6:00-8:00pm | | EXHIBIT HALL FESTIVAL-Opening Hospitality |

**New York State Athletic Administrators' Association, Inc.
2019 TENTATIVE Conference Program Schedule**

Tuesday – March 12, 2019

Phila/Gallery

| | |
|-----------------------|----------------------------------------------------------------------------------------------|
| 8:00 a.m. – 9:00 p.m. | Pre-conference Move In & Set Up - Phila |
| 4:30 p.m. – 5:30 p.m. | Registration Materials & Packets – Phila |
| 5:30 p.m. – 9:30 p.m. | LTC 508 Legal Issues III – Hazing, Constitutional Law, Disabilities, Employment, etc. |
| 5:30 p.m. – 9:30 p.m. | LTC 630 Interscholastic Contest Management – Planning, Preparation, Methods |

Wednesday – March 13, 2019

| | |
|------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| 8:00 a.m. – 12:00 p.m. | LTC 627 – Interscholastic Sports Strength & Conditioning Programs |
| 8:00 a.m. – 12:00 p.m. | LTC 510 – Legal Issues IV (Social Media, Transgender, Event Mgmt., Security, etc. |
| 9:00 a.m. – 12:00 p.m. | NYS Council of Administrators Meeting - Travers |
| 8:30 a.m. – 11:30 p.m. | Executive Board Breakfast Meeting – Board Room |
| 1:00 p.m. – 5:00 p.m. | LTC 631 – Emergency Management of Interscholastic Events |
| 1:00 p.m. – 5:00 p.m. | LTC 790 – LTI Instructors Course (Required to be an instructor) |
| 1:00 p.m. – 5:00 p.m. | LTC 714 – Dealing With Challenging People |
| 1:00 p.m. – 5:00 p.m. | LTC 503 – Enhancing Organization Management |
| 2:00 p.m. – 6:00 p.m. | Conference Registration (Gallery) |
| 3:00 p.m. – 5:00 p.m. | NYSAAA Representative Board Meeting (Alabama/Travers) |
| 4:00 p.m. – 5:30 p.m. | Veteran AD's Reception/Meeting - Travers |
| 6:00 p.m. – 8:00 p.m. | EXHIBIT HALL FESTIVAL - Opening Hospitality Reception – Food/Refreshments – 37 th Anniversary Festival Gift |
| | Visit Exhibitors - Drawings, Door Prizes (City Center) |
| | Larry "Sparky" Rector Materials & Drop-In Center ; DRAWING #1 8:00 p.m. |

Thursday – March 14, 2019

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|-------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 8:00 a.m. – 12:00 p.m. | Blood Drive – Sponsored by NYSAAA & NIAAA/NEN |
| 7:30 a.m. – 9:00 a.m. | Chapter Representatives/Committee Chairs Breakfast Meeting |
| 9:30 a.m. – 11:00 a.m. | Hall of Fame Committee Meeting – Board Room |
| 8:00 a.m. – 11:30 a.m. | Conference Registration (Gallery) |
| 8:00 a.m. – 4:30 p.m. | Exhibit Hall Open (City Center) – Pick up Conference Gift (All Day) |
| 8:15 a.m. – 9:15 a.m. | Visit the Exhibitors for Coffee & Donuts in the Exhibit Hall – Drawing #2 |
| 8:15 a.m. – 9:15 a.m. | First Timers/New AD's Meeting/ Reception – Alabama |
| 8:00 a.m. – 4:30 p.m. | Larry "Sparky" Rector Materials & Drop-In Center (Exhibit Hall) |
| 9:15 a.m. – 10:30 a.m. | CONFERENCE WELCOME & OPENING GENERAL SESSION – KEYNOTE SPEAKER, DR. GREG DALE, DUKE UNIVERSITY "Accountability & Empathy as it Relates to Leadership" – Saratoga 1 |
| 10:45 a.m. – 11:45 a.m. | "WORKSHOP SESSION A" |
| 11:45 a.m. – 1:15 p.m. | Visit the Exhibitors for a <u>Light Lunch</u> – Drawing #3 – 1:30 p.m. |
| 11:45 a.m. – 12:45 p.m. | Past Presidents Lunch Meeting - by invitation – High Rock |
| 12:30 p.m. – 2:00 p.m. | NYSPHSAA Section Executive Directors Meeting – TBD |
| 1:30 p.m. – 2:30 p.m. | "WORKSHOP SESSION B" (check your program) - Broadway 1-4 |
| 2:45 p.m. – 3:45 p.m. | SECOND GENERAL SESSION – KEYNOTE SPEAKER – DR. MARC BRACKETT, YALE UNIVERSITY – "Social & Emotional Wellness: Learning How to Regulate as an Administrator, Coach & Student Athlete" – Saratoga 1 |
| 3:00 p.m. – 4:00 p.m. | NYSPHSAA Student Athlete Development Committee Meeting – Board Room |
| 3:45 p.m. – 4:30 p.m. | Visit the Exhibitors – Final Session – Final Door Prize Drawing #4 – 4:15 p.m. |
| 4:00 p.m. – 5:00 p.m. | CAA Test Review Workshop – |
| 5:00 p.m. – 5:30 p.m. | Award Recipient Photo Session - Whitney |
| 5:30 p.m. – 6:30 p.m. | President's Reception (by invitation only) - High Rock |
| 7:00 p.m. | Roy O'Neill Conference Awards Banquet – Saratoga 2 & 3 |

Friday, March 15, 2019

| | |
|-------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| 8:00 a.m. – 10:00 a.m. | CAA EXAM |
| 8:45 a.m. – 9:45 a.m. | "WORKSHOP SESSION C" (check your program) - Broadway 1-4 |
| 10:00 a.m. – 11:00 a.m. | THIRD GENERAL SESSION – JAY HAMMESS, CMAA – "Emergency Management of Interscholastic Athletic Events (in Today's Environment)" |
| 11:00 a.m. – 11:30 a.m. | HOF Reception for Inductees & Family – Alabama/Travers |
| | HOF Inductee Photos - Whitney |
| 11:45 a.m. – 1:45 p.m. | Dave Martens Awards Luncheon & Alan Mallanda Hall of Fame Induction |
| 2:00 p.m. – 3:00 p.m. | FOURTH GENERAL SESSION – Dr. Robert Zayas, CAA Executive Director, NYSPHSAA - Saratoga 1 |
| 3:15 p.m. – 4:15 p.m. | NYSAAA Annual Meeting – Annual Meeting; Wrap Up & Re-cap; Acknowledgements; Chapter Door Prizes & Raffle Drawings - Saratoga 1 |
| 4:30 p.m. | Conference Adjourns |



NYSAAA

New York State Athletic Administrators Association

2019 MARCH Tentative Conference Schedule “Leadership: Getting a Head in the Game”

Thursday, March 14th

9:15-10:30am CONFERENCE WELCOME AND OPENING GENERAL SESSION- KEYNOTE SPEAKER

Greg Dale, Duke University

“Accountability and Empathy as it Relates to Leadership”

8:00-12:00pm Blood Drive-Sponsored by NYSAAA and NIAAAA/NEN

10:45—11:45am WORKSHOP SESSION “A”

Broadway 1 POSITIVE COACHING ALLIANCE, Emily Archibald

Broadway 2 NAMI-National Alliance for Mental Illness, Suicide for Coaches, Tina Yun Lee

Broadway 3 Public Relations for your Athletic Program, Tom Baker, Section 1

Broadway 4 Mike Guilino, CAA “Negligence and Liability”

1:30-2:30pm WORKSHOP SESSION “B”

Broadway 1 POSITIVE COACHING ALLIANCE, Emily Archibald

Broadway 2 NAMI-National Alliance for Mental Illness, Ending the Silence, Tina Yun Lee

Broadway 3 Dr. Greg Dale, Duke University “Breakout”

Broadway 4 Perfect Placement, Mark Leinweaver

2:45-3:45pm SECOND GENERAL SESSION –KEYNOTE SPEAKER

Dr. Marc Brackett, Yale University

“Social and Emotional Wellness: Learning how to regulate as an Administrator, Coach, and Student Athlete”



NYSAAA

New York State Athletic Administrators Association

2019 MARCH Tentative Conference Schedule “Leadership: Getting a Head in the Game”

Friday, March 15th

8:45-9:45am WORKSHOP SESSION “C”

- | | |
|------------|-------------------------------------------------------------------------------|
| Broadway 1 | POSITIVE COACHING ALLIANCE, Emily Archibald |
| Broadway 2 | Dr. Marc Brackett, Yale University “Breakout Session” |
| Broadway 3 | Anthony V. Lipani, CAA “Heart Attack at Age 45” |
| Broadway 4 | Mindfulness for the Student Athlete and Coach, Tawn Turnesa, Sleepy Hollow HS |

10:00-11:00 THIRD GENERAL SESSION- JAY HAMMES, CMAA- Emergency Medical Management of Interscholastic Athletic Events (In Today’s Environment)

2:00pm-3:00pm FOURTH GENERAL SESSION-Dr. Robert Zayas, CAA Executive Director of NYSPHSAA

NYSAAA Liaison Report: Dennis Fries, CMAA

September 16, 2018 Executive Committee Meeting

National NIAAA Conferences

December 15-18, 2018 – San Antonio, TX – Marriott Hotels Henry B. Gonzalez Convention Center

December 14-17, 2019 - National Harbor, MD - Gaylord National Hotel

December 12-15, 2020 - Tampa, FL - Marriott/Embassy/Conference Center

December 10-14, 2021 - Denver, CO – Hyatt Regency/Embassy/Conference Center

NIAAA 2018 Delegate Assembly Delegates:

Mike Giruzzi, Scott Sugar, Denise Kiernan, Brett Banker, Dennis Fries (JW & AM – Alt.)

If you cannot attend please let me know ASAP!!!

National Emergency Network: NY Contact People: Alan Mallanda, Dennis Fries, Pat Pizzarelli

NIAAA Committee members: PS (Chair.)– Certification; SY – Accreditation; DF – QPA/Retired; MH – Awards

NIAAA: Web Site (New NIAAA athlete certificates: 3 Season Athlete and Scholar Athlete Recognition)

Conference Reservations

Sponsorship of a golf hole at the NIAAA Conference - \$250.00

The NEN's initiative:

We will support the NIAAA National emergency Network 2018 initiative to give blood.

Next year our blood drive at the Hilton will be: Thursday, March 14, 2019 (8am-Noon).

Section 1 Meeting: Thursday, April 4, 2019 in Maine: (Attending: D. Fries/A. Mallanda/B. Banker/P. Shambo)

Section 1 Summer Institute (June 23 – June 26, 2019) Under the leadership of: Pete Shambo and Steve Young.

Student-Athlete Winners:

Section 1 winners moving on to NIAAA consideration:

2007 - John Mackintosh, Chapter - 7 Cathy Phillips, AD

2008 - none

2009 - Caroline Frances Tolli, Chapter - 6 - Patrick Burke - AD

2010 - Kelsey Johnson, Chapter - 10 - Eileen Kilcullen – AD

2011 - Taylor Malsheimer, Chapter – 3 - J. Michael Byrnes – AD

2012 – none

2013 - none

2014 - Nicholas Steven Stiansen, Saratoga Springs HS, Chtr 2 (Peter Sheehan – AD) – Scott Stuart – Chptr Rep.

2015 – none; 2016 – none; 2017 – none; 2018- none.

2018-2019 Student Athlete Scholar/ Essay Application will be emailed to you.

NIAAA Membership accommodation for maintaining 70% of NYSAAA total potential members in the NIAAA:

1991, 1995, 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, 2015, 2016, 2017 & 2018

2019 Awards:

(2018 Winners)

State Award of Merit – _____ - Presenter – Steve Young

Otis Sennett Award – _____ - Presenter – Eileen Kilcullen

Dr. Jack Foley Award – _____ - Presenter – Greg Warren

(Foley award recipient will be forwarded as our Frank Kovaleski Award Nomination to Section 1)



National Interscholastic Athletic Administrators Association, Inc.

Section 1

www.section1niaaa.org

2019 (16th Annual)

Athletic Administrator Leadership Training

Summer Institute

Sunday, June 23 – Wednesday, June 26, 2019

At the

Ocean Edge Resort

Brewster, MA

(On the 'Cape')

The *Ocean Edge Resort* is a world class resort located on Cape Cod. The normally \$450.00+/night rooms are yours for \$215.00/night plus 11% tax and a \$10.00/night resort fee when enrolled in this LTC Institute. Join your colleagues from Section 1, and around the country, in this 16th Annual educational/recreational, family-oriented program.

****Stay extra days at the same discount rate as follows: Thur., 6/20, Fri. 6/21, Sat., 6/22 and Wed., 6/26, Thur., 6/27 and Fri., 6/28 (subject to availability). Space is limited at this rate. Register early.

All the Leadership Training Classes will be taught by National Faculty instructors.

The Ocean Edge Resort is a spectacular landmark with a rich New England history; Ocean Edge is listed in the National Register of Historic Places. After extensive renovations and in keeping with its tradition, Ocean Edge is now a meeting and destination site for guests from around the world. Enjoy the resort's private beach, pools, tennis courts and restaurants, as well as a short bike ride to the beautiful Cape Cod Rail Trail.

Now in our 16th year, the Summer Institute affords an opportunity to enjoy time with your family and friends while participating in professional development. The Cape has a lot to offer for families such as: Cape Cod League Baseball – the oldest collegiate summer league in America and a place where future major leaguers are playing; the Cape Cod Potato Chip Factory, the Barnstable Bat Company, jet skiing; golf, tennis, and great restaurants within a short drive of Ocean Edge.

LTC Class Offerings

Session I (Sunday 6/24; 3-7 pm)

- 504 - Legal Issues I (Risk Management)
- 503- Enhancing Organizational Management
- 611 - Concepts and Strategies for Fundraising, Marketing, Promotions & Booster Clubs

Session II (Monday 6/25; 7:30-11:30 am)

- 506 - Legal Issues II (Title IX and Sexual Harassment)
- 630 - Interscholastic Contest Management – Planning, Preparation & Methods
- 707 - Improvement of Athletic Programs and Personnel through Assessment

Session III (Monday, 6/25; 12:30-4:30 pm)

- 508 - Legal Issues III (Hazing, Federal Law & Event Security)
- 619 - The Power of Curb Appeal

5:30 - 7:30 pm: All conference reception and Bocce Tournament (free)

Session IV (Tuesday, 6/26; 7:30-11:30 am)

- 510 - Legal Issues IV (Social Media, Transgender Participation, Event Management)
- 617 - Administration of Interscholastic Sports Medicine Programs
- 719 - Leadership, Management/Supervision, Decision Making Concepts & Methods

Session V (Tuesday, 6/26; 12:30-4:30 pm)

- 631 - Emergency Management of Interscholastic Athletic Events
- 720 - Community Centered Educational Athletics
- CAA Exam Prep Class (12:30 - 2:00pm) (\$60 fee)

12:00 - 5:00 pm: Golf at the "Jack Nicklaus" Championship Golf Course (optional)
Cape Cod League Baseball Family Night (TBA)

Session VI (Wednesday, 6/27; 7:30-11:30 am)

- 620 - Concussion Assessment and Management & Steps for Proper Fitting of Athletic Equipment
- 790 - Leadership Training Instructional Methods and Techniques
- CAA Exam (9:00 - 10:30)

Bring your family and make a business trip into an education and vacation opportunity.

A limited number of rooms are available at the special rate so register early.

Registration fee structure (2 course minimum)

| | |
|------------------------------------|----------|
| 6 classes - | \$740.00 |
| 5 classes - | \$640.00 |
| 4 classes - | \$540.00 |
| 3 classes - | \$440.00 |
| 2 classes - | \$320.00 |
| CAA Review - | \$60.00 |
| Reception at Ocean Edge (free) | |
| Cape Cod League Family Night - TBA | |
| Summer Institute Polo @ | \$40 ea. |

For the latest information and to register for this professional development/family experience, go to:
www.section1niaaa.org

On-line registration will open in November on FamilyID.com.



**National Interscholastic Athletic
Administrators Association, Inc.**

**Section 1's
16th Annual
Summer Institute- 2019**

www.section1niaaa.org

**Leadership Training Course
Registration Form**

Sunday, June 23, 2019

Welcome/Registration - Noon – 5:00 pm

Session I: Sunday, June 25th (3:00 pm – 7:00 pm)

504 __, 611 __, 503 __

Session II: Monday, June 24th (7:30-11:30am)

506 __, 630 __, 707 __

Session III: Monday, June 24th (12:30 – 4:30 pm)

508 __, 619 __

Monday Evening (6:00-9:30 pm)

Cape Cod League Baseball Family Night

Session IV: Tuesday, June 25th (7:30-11:30am)

510 __, 617 __, 719 __

Session V: Tuesday, June 25th (12:30-4:30 pm)

631 __, 720 __, CAA Prep __

Golf Outing (\$85/pp) (12:00 - 5:00)

Golf is at the Ocean Edge "Jack Nicklaus"

Championship Golf Course; includes cart and range balls.

**Reception and Bocce Tournament at the Ocean Edge
(free) 5:30pm – 7:30pm**

Session VI: Wednesday, June 26th (7:30 am–11:30am)

620 __, 790 __

CAA Exam (9am - 10:30am) _____

(Must register separately with the NIAAA office)

Go home or stay up to three more nights.

Registration fee structure (2 course minimum):

6 classes - \$740.00 _____

5 classes - \$640.00 _____

4 classes - \$540.00 _____

3 classes - \$440.00 _____

2 classes - \$320.00 _____

CAA Prep Class - \$60.00 _____

Golf - \$85/pp _____

Cape Cod League Family Night _____

15th Annual Conference Shirt @ \$40 _____

Total registration fee: _____

(Checks to: Athletic Administrators Assoc. – Ch. 1)

[Ocean Edge Lodging Registration is separate.]

Go to: www.section1niaaa.org

Note: There is a minimum registration of 2 courses.

Registration will take place on-line at FamilyID in Jan.

Name _____

Title _____

School _____

Address _____

City, state zip _____

Work Phone _____

Fax _____

Home Phone _____

Cell Phone _____

Email address _____

Signature _____

_____ Optional Conference Golf Shirt(s) @ \$40.00
Size(s): M W S M L XL XXL XXXL (Circle)

**You can register on-line at FamilyID.com in
November or send a check payable to:
Athletic Administrators Association – Ch. 1
C/o Steve Young, CMAA
Department of Athletics
New Rochelle High School
265 Clove Road
New Rochelle, N.Y. 10801**

Work: 914-576-4586
Cell: 917-887-3898
Fax: 914-576-4662
Email: syoung@nredlearn.org

[Ocean Edge Lodging Registration is separate.]



NYSAAA

New York State Athletic Administrators Association

Executive Director's Report
Representative Board Meeting
Saratoga Hilton, Saratoga Springs, NY
Monday, September 17, 2018

Activities

National AD's Conference – San Antonio, TX, December 14-18, 2018
NEDC Summer Summit – Queensbury Hotel, Glens Falls, July 22-25, 2018; San Antonio, December; Canton Ohio, Summer 2019

Conference - Overview & Comparison to previous years
Tentative Conference Program Schedule for 2019

Corporate Sponsorships – 2018-19

Communications

Newsletters
Website Updates
Registration Platforms
Investments – AXA/Equitable

Continuing Business Items

Hall of Fame 2019
Wall of Honor 2019
Conference Planning (2019)
SED Athletic Administrator Certification Update

New Business Items

Nominations for Vice President & Secretary (to Scott Sugar)

CAA Exam Schedule for 2018-2019

Friday, November 2, 2018 – 1 pm – NYSPHSAA Offices
Friday, March 20, 2019 – 8 am – NYSAAA Conference, Saratoga Hilton
Monday, June 24, 2019 – 1 pm - NYSPHSAA Offices

Meeting Schedules (2018-2019) **PLEASE MARK THESE ON YOUR CALENDARS NOW!**

Winter – Executive Board - February 3-4, 2019, Embassy Suites, Saratoga Springs, NY
Conference Committee & Rep Board Meetings - March 13-15, 2019 @ Saratoga Springs, NY
Spring – Executive Board - June 25, 2019 Conference Call
Fall – Exec. & Rep. Board Meetings – September 29-30, 2019 (The Saratoga Hilton)

Future Conferences – The Saratoga Hilton, Saratoga Springs

2019 – March 12-15
2020 – March 17-20
2021 – March 16-19
2022 – March 15-18
2023 - March 14-17



NYSAAA

New York State Athletic Administrators Association

2018-19 NYSAAA CORPORATE SPONSORS

PLATINUM PARTNERS (\$10,000+)

ALL AMERICAN PUBLISHING

CORPORATE PARTNERS (\$5,000+)

FINAL FORMS
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PLATINUM ROYALTIES

CONTRIBUTORS (\$500+)

CHAMPIONSHIP AWARD GUYS
NIAAA
EPHESUS LIGHTING (\$1,000)



NYSAAA

New York State Athletic Administrators Association

Associate Directors Report

September 16-17, 2018

1. Continue to work with Executive Director on Conference Planning and negotiations with the Saratoga Hilton
2. Met with President Kiernan and her conference planner, Susan Dullea to discuss securing personnel to assist in facilitating LTC, workshops and to assist with the conference vendors
3. Attended NEDC meeting in Glens Falls
 - a. Presented on progress towards Certification in NYS as part of a roundtable discussion with executive directors from 40 states.
 - b. Presented a workshop on using Remind and Twitter as a form of communication between the EDs and their constituency
4. Appointed to the faculty for the upcoming NIAAA conference in San Antonio for LTC 707, Evaluations and Assessments of Staff
5. Engaged in a conversation with Brett Caruthers from NYSIR regarding the endorsement of LTC 631 for all Athletic Administrators and their respective districts. There may be a potential for financial support as we move forward.
6. Additionally, Mr. Caruthers will support the process for certification in NYS.
7. Initiated an aspiring AD/Mentoring program in Chapter 11 through the support of Executive Director Combs
8. Continuing discussions with various stakeholders in the push for a recognized certification for AD's
9. Engaged in Surveying National Committee on Mentorship/Membership programs

Aspiring Athletic Administrator Program

This program was designed by Dr. Curt Miller, CMAA from the Georgia AAA. Curt has presented nationally on office management and leadership, most recently in Phoenix.

The basics of the program can be adapted to any Section in NYS in concept as the items contained within meet or exceed the areas currently covered by a NYS Athletic Administrator.

Additionally, the NYSAAA is now a CTLE provider and with that comes a service we can offer to teachers and aspiring administrators to help satisfy their professional requirements. This makes the current push for a recognized certification for AD's more viable as justification for hiring a knowledgeable candidate.

If we were to follow the parameters of the program and add some of the LTI coursework, there is a potential revenue stream similar to the DASA program.

SESSION 1 – Introduction to the Program

Overview of the position

- Goal of the program
- Duties and Responsibilities of an Athletic Administrator
- Communication
- Relationship Building – Principal, Staff, Secretaries, Coaches, Parents, Community Members
- Time Management
- Section/Chapter Policy Handbook/Policies and Procedures & Forms
- Professional Development/Professional Organizations
- LTC 501 (online)

SESSION 2 – Legal Issues

- National Federation of High Schools Legal Issues, Part I
- Safety/Security/Liabilities
- Sample Code of Conduct for Athletes
- Hazing
- Sport Specific Safety
- Volunteer Organizations/Booster Clubs
- Facility Use – School groups and Non-school group
- LTC 504 (in class)

SESSION 3- NYSPHSAA

- NYSPHSAA Constitution and By-laws
- Yearly Calendar
- Getting involved at the local level; leadership opportunities
- Required NYSPHSAA and Section specific forms
- Eligibility Rules – Residency, Academic, Age, Hardships
- Physical/Insurance/Consent Forms
- Hot/Cold weather practice procedures
- Concussion Awareness/Testing
- CPR/AED
- Emergency Action Plan
- Event Emergency Action Plans (LTC 631)
- LTC 502 (either in class or online)

SESSION 4 – Financial Responsibilities

- Financial Operations and Support
- Invoices
- Budgeting
- Fundraising
- Supplements (Certified Coaches, CCs, EMT and ATC)

SESSION 5 –

- Shadowing Day – Cohort members will shadow an athletic director at another school for a day

SESSION 6 – Facilities

- Facility Management and New Construction projects
- Processes
- Curb Appeal
- Awards/Banners/Signage
- LTC 506 (in class)

SESSION 7 – Event Management & Media

- Athletic Trip/Tournament Requests
- Game Day Preparation– Set up/Take down
- Security/Custodial
- Administrative Coverage
- Officials
- Game Day Operations
- Crowd Control
- Master Calendar
- Media
 - Internet/Social Media and Networking
 - TV/Radio Broadcasts
 - Print – Local newspapers, magazines
 - Interviews

SESSION 8 – Personnel

- Building a staff
 - Coaching Certification requirements
 - Pre-Season Coaches Mtgs
- Interviewing
- Evaluations
- Teaching Responsibilities/Coaching Responsibilities
- Building presentations for parents; pre-season, concussions, college recruiting, code of conduct
- LTC 503 (in class)

SESSION 9 – Final Class

- Simulation Day (e-mails, parents, interviews)

Participants will be required to attend the following:

1. 1 football game at a school other than their own*
2. 1 basketball game at a school other than their own*
3. 1 spring sport game at a school other than their own*
4. One Board of Education meeting

*If you coach football, basketball or a spring sport, you can opt for an additional event outside of your season

NIAAA Professional Development Academy
State LTI and State Certification Coordinators Meeting
September 8-10, 2018
Crowne Plaza, Indianapolis, IN

MEETING REPORT

New York State Attendees:

Pete Shambo, Timm Slade, Don Webster
NIAAA Total attendees: 96

LTC Course Summary: 44 United States courses, 4 International courses (48 total)
4 New Courses in developmental stage.

A. Course Revisions:

| | |
|---------|----------------------------------------------------------------------------------------------------------------|
| LTC 510 | Legal Issues IV -Revised new on-line course |
| LTC 700 | Middle School Course – Principles and Philosophies Course Chair presented revision of course with changes |
| LTC 701 | Middle School Course – Leadership and Administration Course Chair presented revision of course with changes |
| LTC 790 | LTC Instructors Course – Synopsis of changes and presentation of three new instructional videos. |

B. Program Presentations:

1. A Successful Summer LTI Program – Pete Shambo
2. Successfully Promoting CMAA
3. Recognizing Successful Certification in Your State
4. Innovative Use of Portal
5. Obtaining and Training New Instructors

C. NIAAA Website and Portal

A significant amount of time during the three days was devoted to training and instruction in the use of the NIAAA portal for organization, implementation and the development of each states LTI program.

D. New Courses

1. Coaching Coaches - Pilot July 2019 & September 2019
2. Synthetic Turf – Pilot 2019 & September 2019
3. Diversity – Pilot 2020 & September 2020
4. Mental Health of the Student Athlete – July 2020 & September 2020

Pending successful completion of each course pilot presentation the course will be taught at NADC of the respective year of the pilot.

E. LTI Award Recognition

- Jim Teff Award
- Years of Service Awards

Respectfully Submitted,

Don Webster



355 Harlem Road · West Seneca, NY 14224
tslade@e1b.org · Phone: 716-821-7092 · Fax: 716-821-7352
www.section6.e1b.org · Twitter: @SectionVI

**NIAAA Professional Development Academy
Crowne Plaza, Indianapolis, IN
September 8-10, 2018**

Submitted by: Timm Slade

Quality Program Assessment (QPA) is an Accredited Program created by NIAAA for schools that want to examine the infrastructure of their athletic programs. If interested, please contact the NIAAA office.

NIAAA is seeking presidors for the National Athletic Directors Conference

Reminder to inform NIAAA office for all course offerings and CAA Exam in New York State

Recommendation to familiarize yourself with the NIAAA portal as well as the new CAA certification requirements

Encourage Candidates to complete LTC 790 : Leadership Training Instructional Methods and Techniques

When teaching a class, please make certain all time frames have been met

CMAA Certification allows for either an oral presentation or written project

Section 1 was praised as a model for their Summer Institute

NIAAA would like to see more 600 level course offering at the state level

Discussion Items for NYSAAA:

Promoting CAA certification / recognizing our CAA members

Promoting CMAA certification / recognizing our CMAA members

Scholarships for attending LTC courses at NYSAAA conference

Recruitment of Instructors / Incentives

Should NYSAAA consider an increase conference fee to include one LTC course?

New York State representatives: Peter Shambo, Don Webster, Timm Slade

Teaching Staff for the NYSAAA conference 2019

2019 TENTATIVE Conference Program Schedule

Tuesday – March 12, 2019

5:30 p.m. – 9:30 p.m. **LTC 508** Peg Penneypacker

5:30 p.m. – 9:30 p.m. **LTC 630** Mike/Jay Hammas

Wednesday – March 13, 2019

8:00 a.m. – 12:00 p.m. **LTC 627** Robert Wagner NJ

8:00 a.m. – 12:00 p.m. **LTC 510** Peg Penneypacker PA

1:00 p.m. – 5:00 p.m. **LTC 631** Jay Hammas WI

1:00 p.m. – 5:00 p.m. **LTC 790** Mike Gulino

1:00 p.m. – 5:00 p.m. **LTC 714** Gary Stevens MA

1:00 p.m. – 5:00 p.m. **LTC 503** Josh and Steve