

AASCA ATHLETIC DIRECTORS' MEETING

LOCATION: Hotel El Rodeo, San Jose Costa Rica

HOST SCHOOL: Panamerican School (PAS), Costa Rica

HOST AD: Mr. Andres Leon

DATE: January 28-31, 2016.



MINUTES

#	NAME	SCHOOL	COUNTRY
1	Cristian Alvarado on behalf of Carmen Vilanova	Escuela Americana de El Salvador	El Salvador
2	Ernesto Argumedo	Panamerican School	El Salvador
3	Dylana Vincenti	American International School	Costa Rica
4	Fabian Morales on behalf of Victor Caban	Lincoln	Costa Rica
5	Julio Porras	Marian Baker School	Costa Rica
6	Glenda Pearson	Country Day School	Costa Rica
7	Andres Leon	Panamerican School	Costa Rica
8	Ela Hernandez	Escuela Americana de Tegucigalpa	Honduras
9	Juan Santamaria	Escuela Internacional Sampedrana	Honduras
10	Mayra Schwarz	Mazapan	Honduras
11	Marvin Franco	Colegio Maya	Guatemala
12	Hector Giron	Village School	Guatemala
13	Allan Secaida	Colegio Interamericano	Guatemala
14	Henry Gonzalez	Colegio Americano de Guatemala	Guatemala
15	Edgard Diaz	Decroly Americano	Guatemala
16	Catalina Restrepo on behalf of Peter Smyth	International School of Panama	Panama
17	Pierre Roberts	Lincoln Academy	Nicaragua
18	Milena Picasso	San Agustin	Nicaragua
19	Oswaldo Ortiz F.	American Nicaraguan School	Nicaragua

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1. WELCOMING WORDS BY ELIZABETH HEAD, ON BEHALF OF PANAMERICAN SCHOOL

MS. Head greeted the 19 ADs attending the meeting. She expressed that on behalf of her school, she felt pleased to host the meeting and wished all good luck and a very productive meeting and staying in San Jose.

2. PROFESSIONAL DEVELOPMENT SESSIONS

- “El Liderazgo de Gestión de Programas del Deporte y la Recreación” by Teresita Anchia (Costa Rican Olympic Committee)
- “Gerencia de los Procedimientos Legales Relacionados con el Deporte y la Recreacion” by Joseph Ramirez (Costa rican soccer Federation)

3. CROSS COUNTRY & TRACK AND FIELD

Marvin Franco, host AD of the Invitational Cross Country and Track and Field Tournament held in November 2015 presented a report on how he thought the tournament went. This was a very important report because this was the first time in which AASCA had both events organized at the same time.

Marvin said that despite some minor difficulties, the tournament went well.

This opinion was supported by colleagues whose teams participated in the tournament and words of praise were given to Marvin.

It was approved by majority that Cross Country and Track & Field continue being organized at the same time.

The chapter of the Sports Manual regarding Cross Country and Track and Field was reviewed.

The summary will be incorporated to the Athletic Manual that will be effective for the tournaments 2016-2017 on.

4. BASKETBALL

- The chapter of the Basketball Regulations regarding the ejected players and or coaches was reviewed.

The consensus was that the way it is written is clearly enough and so no amendment is needed.

- It was also analyzed the possibility of including some "Mercy rules" in soccer, volleyball and especially basketball when a team runs up another.

After some discussions it was stated that creating “mercy rules” is not possible because at some point during any AASCA sports tournament qualifying into higher stages will depend on scored goals (soccer) , scored points (basketball) and winning sets in volleyball.

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- ADs accept their responsibility to constantly guide their coaches to teach their student-athletes that winning in AASCA is not everything and that the AASCA athletic Mission and Vision should be respected and followed.
- The following has to be incorporated into the Athletic Manual:
 - "If at any moment of a basketball game, a team is running up its opponent by 30 points or more, the scoring clock will be turned off for the reminding time of the match". If a manual scoreboard is being used, this must be either taken out or be put in 0-0 ”

5. CHANGING NAMES

- Invitational Tournaments → Unified Tournaments
- Middle School Festival → Middle School Sportsmanship Festival (MSSF)
- Small school tournament → Division I
- Large school tournament → Division II

6. MIDDLE SCHOOL SPORTSMANSHIP FESTIVAL

- ADs said that the 1st edition of the MSSF (March 9-13, 2016) has been well received in their schools.

In Fact Caban, the host AD, said that so far 11 boys teams and 9 girls teams have confirmed their participation.

- ADs discussed what kind of awards will be given out during the first edition of the MSSF.

There were two options:

- a) Get the champ of the Festival by adding points of sportsmanship and performance (winning games)
- b) Determine the winner of the Festival based only on sportsmanship rubrics but still giving out something to every participant.

After the debate it was approved that MSSF winners will be determined using option 2.

- Mr. Caban will send visiting ADs the set of rubrics that will be used to determine the sportsmanship winner so coaches, parents and administrators be aware and have what the AASCA expectations are for this event.

Mr. Caban will also create and share the Mission of MSSF.

Victor will also take the existing “Parents Behavior Rules” and make the necessary amendments to be disseminated with parents that will attend the MSSF.

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7. SMALL & LARGE DIVISIONS IN AASCA ATHLETICS

As per AASCA request, ADs debated on the idea that has arisen lately about the possibility of putting small and large school together in sports events and eliminate the invitational tournaments. In other words, eliminate the division system that has been in place since 1994.

Currently the 24 AASCA schools are divided into two athletic divisions based on student population in grades 7-12. "Small Schools" have a population not exceeding 300. "Large Schools" have a population greater than 300.

A Small School may choose to participate in the Large School division for any given event in addition to participation in the Small School Division event. Large Schools may not participate in a Small School event.

The 300 was chosen more than 20 years ago when the reality was another. Some schools have grown exponentially while others have not.

Athletic Directors firmly think that Divisions should continue because:

1. In a unified tournament with participation of a very large numbers of schools, host schools will find themselves in big troubles getting enough facilities for the competitions and to align with the requirements established by AASCA and the respective International Federations. (volleyball and basketball cannot be played outdoors and soccer fields have to be at least 80 x 45 meters)

Currently in unified tournaments, host schools are forced to limit the number of participants.

2. In unified tournaments small schools would have little chances to host them. This will prevent students from those small schools "feel" the AASCA spirit.
3. Leadership of small schools would be diminished
4. Having such a big number of students in a single tournament will increase the safety and supervision issue.

ADs suggest that DGs consider the possibility of establishing 350 or more students in grades 7-12 to classify schools.

This way four schools with a number of students in grades 7-12 between 303 and 312 will be able to return to the "Small School Division". (According to the enrollment chart 2015-2016)

Until recently ISP, Balboa, LIA and CDS were small schools and both Divisions were equally successfully in terms of participating teams.

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On the other hand, small schools are encouraged to use their right to invite JV teams from small schools any time they have less than 4 teams registered.

8. 2016- 2017 AASCA CALENDAR PROPOSALS

As per AASCA request, ADs developed two options for the next school year.

AASCA EVENTS 2016-2017 (Option 1, sports events split by divisions)

EVENT	DATE	SCHOOL
MS Leadership Conference		Country Day School
HS Leadership Conference		Colegio Americano del Sur (Guatemala)
Tri- Association Conference		
Unified Basketball		Colegio Interamericano de Guatemala or EIS
Unified Swimming		CAG or ISP
Elementary Principals' Meeting		
MS Sportsmanship Festival (Basketball, soccer, volleyball and track)		Lincoln School of Costa Rica, or CAG (requested in the AD meeting January, 2016)
<i>PANAMUN</i>		ISP
Knowledge Bowl		AST offered in Principals meeting 2015, American Nicaraguan School also requested via email in January 2016
Unified Cross-Country and Track and Field		EAS
<i>Math Counts (MS)</i>		EAS
Music Festival		ISP (co-hosted by Balboa)
Athletic Directors' Meeting	September 7 – 11, 2016	American International School or Village (requested in the AD meeting January, 2016)
Large School Soccer		ANS
Small School Soccer		Pan-American School, CR or Panamericana, El Salvador (requested in the AD meeting January, 2016)
Large School Volleyball		Lincoln International Academy, Nicaragua
Small School Volleyball		Mazapan
MS/HS Principals' Meeting		Mazapan School Honduras
General Directors' Meeting		Miami

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AASCA EVENTS 2016-2017 (Option 2, with only one division)

EVENT	DATE	SCHOOL
MS Leadership Conference		Country Day School
HS Leadership Conference		Colegio Americano del Sur (Guatemala)
Tri- Association Conference		
Unified Basketball		Colegio Interamericano de Guatemala or EIS
Unified Swimming		CAG or ISP
Elementary Principals' Meeting		
MS Sportsmanship Festival (Basketball, soccer, volleyball and track)		Lincoln School of Costa Rica, or CAG (requested in the AD meeting January, 2016)
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General Directors' Meeting		Miami

9. DATE FOR ATHLETIC DIRECTOR'S MEETINGS

ADs suggest that AD meetings be held sometime in September when the load of work is less.

Another reason to have AD meetings in September is that all the tournaments can be evaluated at once. Rules and Regulations could be reviewed even before any AASCA athletic tournament takes places.

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10. AWARDS

ADs suggest that in small and large division tournaments, awards be given according to the current Sports Manual but in Unified Tournaments Gold, Silver and Bronze Divisions be formed and give awards according to that format.

11. KNOWLEDGE BOWL (KB)

As per AASCA request, ADs included in their meeting's agenda knowledge bowl (KB).

The issue is that recently, Rules and Regulations have not been fully followed in competitions.

After getting the input of HS Principals and/or teachers leaders of KB groups, ADs came up and the following recommendations have been made:

- A) 1. The hosting school and Tournament Director will have two consecutive years participating in the event in order to be eligible to be host.
- b) For every round (game) sets of 90 questions will be purchased. Pristine questions must be acquired.
- c) Apply all AASCA rules for Knowledge Bowl. No exceptions. Review the rules in coaches meeting. The host should understand it's an honor to organize AASCA tournament. It's an ALL AASCA Schools tournament.
- d) Academic Hallmark is the company for purchasing the questions.
- e) The coach will be able to appeal to the reader, an answer of a question made (Challenge). The time clock of the game will be stopped. Coaches will only use this right once per game. No more than 3 minutes will be used to address the concern.
- f) Academic Hallmarks answers are fallible. Have resources ready (internet, google, etc.) in order to double check the answer in case of an appeal. Once again only two appeals per game. One per team.
- g) Pencils can be used for math questions. Readers will always mention, it's a math question, so students may take their pencils and paper.
- h) Use AASCA Sports tournament checklist to improve communications and logistics prior to event.
- i) Every KB tournament should have from 4 to 6 buzzers systems for the tournament. Visiting schools should be asked to bring their buzzers systems.

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12. MISCELLANEOUS

- Amendment In soccer. "80 meters long and 45 meters width are the minimum measurements for AASCA soccer fields".
- It must be clear in the Athletic Manual that the Tournament Director of any AASCA athletic tournament is the Host Athletic Director and not somebody else.
- From 2016-2017 on, only AASCA schools will be invited to tournaments. Exception: Non AASCA schools can be invited for exhibition games.
- IMG Academy has requested to have a partnership with AASCA. For that purpose they sent some videos and a formal written request. ADs made some comments on past experiences in their schools. AD will leave this up to AASCA Board.
- EIS AD suggested that a google doc be created so we all ADs give input on:

AASCA athletics set of Believes, the job description of the AASCA Athletic vice president and the secretary, the Job description of the "Tournament Director" to rule any AASCA sponsored athletic tournament and finally a check list for requesting hosting a tournament.

- ADs agree that tournament draws should be livestreamed in order to create positive expectations among schools and at the same time eliminate any doubt about transparency of this process.
- AD made suggestions about the schedule of the soccer tournament to be held in San Salvador on February 10-14. The suggestions were accepted by Cristian Alvarado on behalf of Ms. Carmen Villanova, EAS AD.
- ADs are encouraged to share with colleagues a brief financial report at the end of every tournament with the sole objective to have it as a reference not as audit.
- In the next AD meeting, besides the President, a vice president and a secretary will be elected.
- In the next meeting, ADs will develop the official swimming and Middle School Sportsmanship Festival Rules and Regulations.
- The option b in the format for 11 teams participating in a tournament (Athletic Manual page # 14) will be deleted.
- It was suggested that In order to improve communication within schools, for athletic and not athletic AASCA events, ADs be copied. That way, ADs will make sure to disseminate that information to the corresponding offices or leaders. ADs will play the role of an axis in distributing AASCA invitations

Sometimes invitations for different AASCA events are received in the wrong offices and do not get to the person/office it should be.

- AASCA sports events check list may be used as example for any one organizing a non-academic event.

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	Task	Suggestions
1	Event Invitation sent to Director Generals, High School Principals and Athletic Directors.	At least two months prior to the event
2	Suggested hotels and quotes	At least two months prior to the event
3	Quotes for internal transportation.	At least a month prior to the event
4	Trophies, banners & Medals	Follow AASCA guidelines
5	Hospital and medical help coverage contacts	It depends on each host school
6	Hire referees	At least one month prior to the event.
7	Players' hydration	Plenty especially for soccer
8	Certificates of Participation Design	It depends on each host school
9	Adjust the generic rules and regulations of the sport and come up with the final tournament rules and regulations	Send it to ADs at least one month prior to the tournament.
10	Send to all ADs the rough draft of the game schedule	At least three weeks prior to the event
11	Media Coverage	Post the tournament information in the AASCA web page and the school's as well.
12	Name Field Delegates	Supervision and technical assistance at the playing areas.
13	First Aid Help	Throughout the whole tournament
14	Lunch & snacks	To be sold to anyone at all the playing areas.
15	Information on where the teams are staying (Hotels) & schedule of teams arrivals & departures. (Mainly for the use of the host AD)	The final list will be finalized as soon as all schools have sent the respective information.
16	Post the Athletic Mission and Vision	The day prior to the inauguration at all playing areas
17	Ice Breaker for students	Usually around 5 pm on the arrival day organized by the host School.
18	Coaches informative meeting (Administrators and coaches)	Wednesday evening. Dinner provided by the host school.
19	Opening Ceremony	Wednesday evening or Thursday morning.
20	Posters , souvenirs and team pictures (for purchase). Optional	Pictures taken right after the opening ceremony
21	Statistics	Make them available to ADs during the competition. Post them in visible areas.
23	Awards Ceremony	Saturday Evening
24	Closing Dance	After the Awards Ceremony. Dinner for players, administrators and coaches
25	Send to ADs the information on final standings and results	No later than a week after the event.