

Athletic Directors Meeting

Date: August 15, 2018

Time: 11:00 AM

Location: Pace High School

- A) Opening remarks by the Director
 - a) Guest Speakers
- B) Reading of the minutes from the May meeting at Pace – stand as read.
- C) Introduction of the Commissioners Board
 - a) Introduction of the athletic Directors – Athletic Directors came up to Marina (Secretary) and provided information to include in the AD Contract Spreadsheet. Marina also informed all ADs that the contact list for ADs this year will include cell phone numbers. If an AD wishes to exclude their cell phone number from the list they need to inform her.
- D) Financial Reports
 - a) End of the year reports 2017-2018 as of August 2018
 - b) Budget 2018-2019 – Copies were provided to ADs and everyone reviewed and no one had any questions or comments.
- E) Registration 2018-2019
 - a) Collection of forms – Frank asked that everyone turn in and make sure they are complete
 - b) Fines and penalties – only one school left (on 4th notice) everyone else is up to date
 - c) Deadline for rosters – Please get rosters in on time. To avoid late penalty, send list of everyone that came out; Once you finish with selecting your teams, send in an update, but at least your roster will be in on time. If your school enters two teams, you may move a child from one team to the other by submitting an updated Roster. You may not do this in Playoffs. You may submit a roster update twice per season.
 - d) Adding or dropping from a sport – You have 4 weeks to add or drop. Try to have tryout early so you know if you have enough players and don't have to drop.
- F) League Materials
 - a) Up to date Constitution – available on the accmiami.org website
 - b) Athletic Calendar 2018-2019 – provided to each via mail
 - c) Refund Request forms
 - d) Eligibility forms-rosters – Please be sure the forms are correct (Spelling of Names, Birthdates, Etc.)
- G) League Awards & Recognition
 - a) Varsity All Conference Awards & mass – Frank looking for school that has not done it yet.
- H) Coaches Awards & Recognition
 - a) Coaches Sportsman & Sportswoman of the Year Awards – Each coach from each sport should complete at the end of the season.
 - b) Coaches Hall of Fame Dinner – 2nd Saturday in May. Las Vegas Night Theme. Take advantage of early registration.
- I) Tournaments – Softball-Tamiami Park, Cheerleading/ Cross Country/ Track & Field- Belen, & Holy Rosary – The all day tournament cannot be scheduled when school is in session; The tournament will be held during early release, beginning at 2PM.
- J) Examination Forms & Parental Authorization – Make sure you have athletes turn in, parent signatures included, and that you have them on file.
- K) Items of Interest
 - a) Sportsmanship

- i. Basketball & Football- running up the score. If you know you have the game under control, give your second string play time. Don't embarrass the other team.
 - ii. Baseball- stealing and bunting when game is out of reach
 - iii. Communication & Conflict – please try to work it out between AD to AD prior to having the Commission step in. Please follow chain of command; if you have a situation, go to the designated sport Commissioner first, then the Director (Frank Ramos), and if he doesn't know the answer he will go to the Moderator (Val Lloyd).
- L) Field & Court Conditions – Please note your dimensions for the sports that you have. Notify the commission of you know of a field that is not in regulation or is not safe.
- M) Commissioners Reports
 - a) Volleyball – There will be a playoff, please be sure all games are finished on time. When emailing scores to Jose Velazquez, please include: Your Name, Date Played, Division, Team played, and Scores. No text; it is not an official record. Please do not give the schedules that the Commissioner creates to the parents; it does not have enough details for them.
 - b) Cross Country – When you have your kids at those meets, it is your responsibility to keep them safe; have them corralled. Keep area clean.
 - c) Basketball – Went over primary schedules during coaches meeting
 - d) Primary Soccer – Went over primary schedules during coaches meeting
 - e) Primary Baseball- Went over primary schedules during coaches meeting
 - f) Cheerleading – There will be a cheer camp for all ACC schools competitive and non competitive teams are invited. Date: 9/22/18. It will be hosted by the Pace Cheerleaders. Information will be sent out the first week of school. This will be a learning camp going over skills, learning cheers and a routine.
 - i. Mandatory cheer meeting next Wednesday at St. Theresa school at 6PM. Coach should come with school calendar. This is a mandatory meeting for all schools considering competing or attending camp. If there is a school that is thinking of starting a new team or attending competition for the first time, I will go out to their school and meet with the coaches personally to go over any questions and concerns they may have.
- N) Coaches Hall of Fame – Frank has forms, please submit before the December meeting. Usually put 5 people up for nomination.
- O) Cross Country Invitationals – Please follow schedule.
 - a) 8/31- Belen
 - b) 9/7- St. Theresa Invitational
 - c) 9/17- St. Agnes Invitationals
 - d) 9/21- Holy Rosary Invitational
 - e) 9/28- Our Lady of the Lakes Invitationals
 - f) 10/5- Musketeer Invitational
 - g) 10/13- ACC Championship
 - h) 10/20- 14th Annual State Middle School Varsity Catholic Championship
- P) Old Business
- Q) New Business- Constitution update, Play Like a Champion Today – One coaches' training is scheduled today, 8/15/18 at 1:30PM at Pace. There is a flyer included in the AD packet about the Parents' training and Principals will receive letter from Val. Three trainings for parents will be set up (Sept 4, 5, and 6). This is a mandated training. Encourage your parents to sign up for one of the 3 trainings (\$15 online and \$20 at the door). Your rosters will reflect that coach and at least one parent for each player has been trained. Parents will be able to register online. It is the school's responsibility to keep track of your parents. Val will start enforcing in January.
- R) End of meeting