

**VIRGINIA HIGH SCHOOL LEAGUE  
1642 STATE FARM BOULEVARD  
CHARLOTTESVILLE, VIRGINIA 22911**

**SEPTEMBER EXECUTIVE COMMITTEE MINUTES**

**TIME: Wednesday, September 20, 2006**  
**2:30 p.m. New Member Orientation -- VHSL Office**

**Thursday, September 21, 2006**  
**8:30 a.m. Full Executive Committee**

**PLACE: DoubleTree Hotel**  
**990 Hinton Heights Road**  
**Charlottesville, Virginia**

- I. **Roll Call:** John Hall, Billy Haun, Jeff Noe, Alvera Parrish (alternate for Region I Don Bock), Rob Arnold, Mike Lane, Nelson Simpkins, Bill Owen, Bill Clendaniel, Mike Evans, Pete Koste, Jim Stemple, Vanessa Wigand, Charles "Mike" Harris, Dave Stuckwisch, Clint Stables, Randy Thomas, John Walker, Bob Grimesey, Oliver McBride, Larry Massie (alternate for Gwen Edwards), Wes Saxon, Pat Ferguson, Mike Davidson, Art Lawrence, Denise Bowman-Scott, and Ken Tilley.

Members absent: Russ Potts and Bob Tata.

Also attending were VHSL staff Jim Garman, Tom Zimorski, Joyce Sisson, Hannah Catherine Munro, Lora Bickley; as well as Wayne Martin, Chesapeake City Schools; Jerry Carter, Liberty (Bealeton) High School; Todd Hill, Handley High School; William Gouldthorpe, Amherst County High School; Alyson Ball, consultant; Craig Wood, VHSL legal counsel; Dr. Vito Perriello, SMAC Chairman; and Larry Compton, Haysi High School.

- II. **Agenda Approval:** Mike Lane moved, Dennis Bowman-Scott seconded and the committee voted 26-0 to move VIII, Strategic Planning to prior to VII, Executive Committee Subcommittees; Item XII, Legal Report, before lunch; XIII, Policy Committee after lunch and move XV. Consent Agenda B. Haysi Football Division to XIV. Action Agenda D.
- III. **Minutes:** Bob Grimesey moved, Wes Saxon seconded and the committee voted 26-0 to approve the May 3, 2006, minutes as presented.
- IV. **Appointment of Chairman-elect:** Bob Grimesey moved, Denise Bowman-Scott seconded and the committee voted 26-0 to approve the unanimous recommendation of the Group AAA Selection Committee of Pete Koste, Central Region representative and principal of Manchester High School, as the chairman-elect.
- V. **Announcements and Call for New Business:** League chairman John Hall introduced the new Executive Committee members, reviewed the Executive Committee notebook, referred to the chairman's letter, Policy Manual, Leaguer, room arrangements for the remaining meetings, travel vouchers, committee schedule and procedures, phone/emailing listing and alternates.
- VI. **Concerns from the Public:** None.
- VII. **Executive Subcommittees:** Pete Koste moved, Denise Bowman-Scott seconded and the committee voted 26-0 to approve VHSL Executive Subcommittees as listed below.

Alyson Ball, VHSL consultant, addressed the committee to present an overview of the role of the full Executive Committee and the subcommittees. The Executive Committee focus should be on strategy and policy, leaving management decisions to staff. Alyson noted that subcommittees can also enhance decision making by conducting more thorough review and discussion and making informed recommendations to the full committee.

**Finance**

Pete Koste, Chairman  
Dave Stuckwisch  
John Walker  
Denise Bowman-Scott  
Billy Haun  
Mike Davidson  
Rob Arnold  
John Hall

**Personnel (Operations)**

Nelson Simpkins, Chairman  
Bill Clendaniel  
Gwen Edwards  
Charles "Mike" Harris  
Russ Potts  
Jeff Noe  
John Hall

**Policy (Programs)**

Mike Lane, Chairman  
Oliver McBride  
Clint Stables  
Vanessa Wigand  
Mike Evans  
Art Lawrence  
Bob Tata  
John Hall

**Communications (Technology)**

Don Bock, Chairman  
Randy Thomas  
Pat Ferguson  
Bob Grimesey  
Wes Saxon  
Bill Owen  
Jim Stemple  
John Hall

**Crisis Management**

Rob Arnold, Chairman  
Billy Haun  
Bill Clendaniel  
Mike Davidson  
Charles "Mike" Harris  
Denise Bowman-Scott  
Vanessa Wigand  
John Hall

VIII. **VHSL Strategic Planning:** Executive director Tilley reviewed the initiative by the staff to begin the process of developing a six-year Strategic Plan for the VHSL. The following guidelines were noted by the committee:

1. Analysis of the mission statement, beliefs, strengths and weaknesses of the organization are important.
2. A defined timeline has been set.
3. Decide how action teams will best work together in providing grass roots input.
4. Gather necessary information and prioritize goals.
5. Ensure that the process includes evaluation on an annual basis to allow for updating the plan.
6. An Ad Hoc Committee should be named to assist the executive director and staff on how to move forward on the Strategic Plan.

IX. **Legislation:**

**First-vote Legislation**

<b>27-13-12</b>	<b>Sportsmanship -- Statement of Policy</b> – include scholastic bowl where academic sportsmanship is concerned.	<b>Rec. 26-0</b>
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<b>28-7-2</b>	<b>Semester Rule</b> – institute ten semester rule to address the problem of eighth grade "holdbacks".	<b>Tabled -- referred to Policy Comm. for review</b>
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<b>28-4-2</b>	<b>Scholarship Rule</b> – If ten semester rule is adopted, the "Note" for repeat eighth graders is not necessary.	<b>Withdrawn</b>
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<b>30-5-1 (27-2-4 &amp; 126-5-1)</b>	<b>Specific Penalties</b> – Failure of Scholastic Bowl coach to attend clinic the first or second year will result in a fine and coach required to take written rules examination.	<b>Rec. 26-0</b>
<b>101 – 101-1-1; 101-6-2; 101-8-1</b>	<b>Theatre</b> -- Adopt 45-minute rule for setting and striking props and for performance of one-act plays.	<b>Rec. 26-0</b>
<b>111 – 111-4-2; 111-8-4</b>	<b>Forensics</b> – Student may enter two forensics events at the district, region and state level constituting a double entry with the exception of domestic and foreign extemporaneous speaking.	<b>Rec. 25-1</b> (Davidson voting no)
<b>116 – 116-7-1</b>	<b>Oral Interpretation</b> – Performers may exchange place positions.	<b>Not Rec. 0-26</b>
<b>117 – 117-7-2</b>	<b>Policy Debate</b> – add a fourth place team qualifying to the regional and state meet.	<b>Not Rec. 0-26</b>
<b>117 – 117-7-2</b>	<b>Debate</b> -- allow fourth-place team to advance to regional and state if one of the other three teams is unable to advance.	<b>Rec. 26-0</b>
<b>126 – 126-7-1</b>	<b>Scholastic Bowl Participation</b> – a team must start with four players; for extenuating circumstances a team may finish with fewer than four.	<b>Rec. 26-0</b>
<b>126 – 126-8-7</b>	<b>Scholastic Bowl – Questions Directed to Teams</b> provide only one way questions will be presented.	<b>Rec. 26-0</b>
<b>126 – 126-10-1</b>	<b>Scholastic Bowl – Declaring the Winner</b> Each team’s coach must sign the score sheet at conclusion of the match to certify acceptance of final score and forfeit right to make further appeals.	<b>Rec. 26-0</b>
<b>54-8-1</b>	<b>Contest Limitations:</b> No member school may permit its athletes or teams to compete in more than the total number of regular season interscholastic contests, meets or tournaments specified below for each sport either on the varsity or sub-varsity level. In the sport of tennis participants would be limited to three matches per day; in wrestling, the limit is five matches per individual per day over no more than two days. <u>Wrestling Duals would count each day of competition as one contest date.</u>	<b>Rec. 26-0</b>
	Baseball -- 20.... Wrestling – 12	

- X. **Finance Report:** Assistant Director Jim Garman reported on the following:
- A. A review of the June 30, 2006 Balance Sheet and Income and Expense Report indicated the League finished FY2006 in the black.
  - B. Benefit Games requested to date were presented.
  - C. The VHSL audit has been completed for FY2006, and copies of the Independent Auditor’s Reports of the VHSL and the VHSL Foundation will be distributed at the December meeting.

- D. Executive Director Tilley and Assistant Director Garman have met with regions to address the guidelines districts and regions will need to follow beginning with the 2006-07 school year to adhere to directives from the IRS.
- E. Reported that seven schools had not paid their FY2007 membership payments but were processing payments and late fees.
- F. John Walker moved, Denise Bowman-Scott seconded and the committee voted 26-0 to deny a request from William Monroe High School seeking a waiver of the fine for late submission of their football schedule and to place requests such as these on the Consent Agenda in the future.
- G. Randy Thomas moved, Denise Bowman-Scott seconded and the committee voted 26-0 to transfer \$93,000 from the Operating Fund to the Contingency Fund.
- H. Bob Grimesey moved, Dave Stuckwisch seconded and the committee voted 26-0 to approve the following items:
  - 1. Contribute \$1,000 each to the Louisiana High School Athletic Association and the Mississippi High School Activities Association to be used toward Hurricane Katrina school relief efforts.
  - 2. Approve the following VHSL Foundation Board members: John Hall, Don Bock, Pete Koste, Mark Krebs, Dean Ehlers, David Paxton, Ken Tilley, Jim Garman, Emilie Tilley, Buster O'Brien, John Rymiszewski and Mark Stavish.
  - 3. Approved a request from Mount Rogers High School to pay only one-half of the membership fee and pay \$25 or each activity for the 2006-07 school year in view of their small enrollment figures -- 27 students -- and limited programs (forensics and JV girls basketball).
  - 4. Approved a \$0.50 increase in insurance premium from \$5.00 to \$5.50 per student for the 2007-08 school year.
- I. John Walker moved, Larry Massie seconded and the committee voted 23-0-3 (Koste, Ferguson, Owen abstaining) to approve the Payment of Tournament Workers Procedures.

XI. **Personnel Committee**

- A. **Staff Vacancy:** Executive Director Tilley indicated that interviews of the finalists for the position of Assistant Director for Athletics would be held in early October.
- B. **Goals for Executive Director:** Denise Bowman-Scott moved, Dave Stuckwisch seconded and the committee voted 26-0 to approve the following goals for the Executive Director:
  - 1. Coordinate League's Strategic Plan initiative.
  - 2. Improve effectiveness and efficiency of Executive Committee meetings.
  - 3. Implement changes to the staff evaluation instrument and schedule.
- C. **VHSL Employee Handbook:** Copies of the revised handbook were made available at the September meeting.

- XII. **Legal Report:** Craig Wood, VHSL legal counsel, addressed the committee concerning appeals procedures and the criteria in making decisions; he updated the committee relative to Liberty Christian Academy's appeal to join the League and discussed other legal matters of note.

XIII. **Policy (Advisory Committees):**

- A. **Sports Medicine Advisory Committee (SMAC) and Steroids Task Force:** Dr. Vito Perriello addressed the coming on the SMAC and Steroids Task Force:

In regard to drug testing there are still questions concerning this topic, and it was recommended VHSL do a survey to see how each school division addresses this matter.

The committee took the following action on SMAC recommendations:

- 1. **Recommend all coaches have some emergency training:** Billy Haun moved, Denise Bowman-Scott seconded and the committee voted 26-0 to table this and refer back to staff for a more specific recommendation.

2. **Recommend Pre-Season Guidelines Adoption:** Bob Grimesey moved, Denise Bowman-Scott seconded and the committee voted 26-0 to refer this back to staff for action in December.
3. **Field Hockey eye protection to be mandated by the 2007 season:** Wes Saxon moved, Bill Clendaniel seconded to implement this provision but the motion was withdrawn. Billy Haun moved, Denise Bowman-Scott seconded to implement this provision to go into effect immediately but the motion was withdrawn.

Bob Grimesey moved, Denise Bowman-Scott seconded and the committee voted 26-0 to bring this item back to the December Executive Committee for action with a clear, concise summary and a recommendation from staff.

- B. **Swim/Dive Advisory Committee (SDAC):** Bill Owen moved, Alvera Parrish seconded and the committee voted 25-0 (Larry Massie absent for this and all subsequent votes) to approve the following:

1. Increment Weather Policy for shortening of a state championship meet.
2. Place all Rules Clinic Agenda and Handouts on VHSL website.
3. Place instructions on website and in State Formats instructing coaches on how to use Hy-Tek Software and place Hy-Tek clinics on website.
4. Place "State Championship Criteria" on website and in VHSL Handbook, Section 80.

- C. **Approval of 2006-07 Advisory Committee Appointments:** Dave Stuckwisch moved, Denise Bowman-Scott seconded and the committee voted 23-0 (Clendaniel and Saxon absent for vote) to approve committee appointments subject to the approval of region councils.

XIV. **Action Agenda:**

- A. **2008-09 Calendar:** Denise Bowman-Scott moved, Alvera Parrish seconded and the committee voted 24-0 (Saxon absent for vote) to approve the 2008-09 calendar as presented.
- B. **Group AAA Golf Date:** Bob Grimesey moved, Denise Bowman-Scott seconded and the committee voted 24-0 (Saxon absent for vote) to move the golf date from October 9-10 to October 10-11 due to golf course availability.
- C. **Haysi Football Division:** Mike Lane moved, Denise Bowman-Scott seconded and the committee voted 0-23-1 (Lane abstaining, Saxon absent for vote) to place Haysi in Division 1 in Region D based on declining enrollment. Thus the motion failed.

XV. **Consent Agenda:** Denise Bowman-Scott moved, Alvera Parrish seconded and the committee voted 24-0 (Arnold absent for this and all subsequent votes) to approve the following items:

- A. Assigned Pound and Thomas Walker to Division 1, Region B in accordance with Handbook section 68-8-3 (4), their enrollment being at least 50% smaller than that of the largest school in that region's Division 2.
- B. Approved date change for the 2007 AAA State Theatre Competition from March 3 to March 17 due to facility availability.
- C. Approved editorial changes in Section 110: Speech Activities and 117 Student Congress.
- D. Assigned Galileo Magnet High School, a public high school in Danville, to Group A, Region B, Dogwood District.

XVI. **Discussion and Information:** The following items were presented to the committee:

- A. **NFHS Summer Meeting:** All administrative staff, League Chairman Hall and Don Bock attended the annual meeting in Orlando, Florida.

B. **Hall of Fame:** The Banquet is scheduled for Tuesday, October 17, at 7:00 p.m. Executive Committee members were urged to attend. The eight honorees are Jamael ("Ronde") Barber, Atiim Kiambu ("Tiki") Barber, Charles "Bo" Bowers, J. J. Updike, Joe Gieck, Donna King, Nancy Phaup, and Wilma Wirt.

C. **Awards:** The following region recognitions will be presented at the October membership meeting.

**Region A**

**Submitted by Mark Dorsey**

Mary Whitley, former principal, Mathews HS  
Lyn Amos, cross country & track coach, Essex HS  
Windsor Youth Foundation (Robert Eley accepting)

**Region B**

**Submitted by Jon Bennett**

Keith Stevens, clock keeper, Altavista HS  
Ann Speaker, cross country coach, Rappahannock County HS  
Bruce Short, AD, Page County HS

**Region C**

**Submitted by Tracy Poff**

Gary Houseman, principal, Rural Retreat HS  
Linda Thayer, volleyball coach, John Battle HS  
Ray Cox, sportswriter, *Roanoke Times*

**Region D**

**Submitted by Mike Lane**

Thomas Fletcher, former principal, Saint Paul HS

**Submitted by Tony Bush**

Tom Harding, baseball and football coach, Honaker HS

**Submitted by Gregory Mullins**

Sally Leftwich, cheer sponsor, Pound HS

**Region I**

**Region II**

**Submitted by Larry Landes**

Jack Tucker, athletic director, Fort Defiance HS

**Region III**

**Submitted by William Gouldthorpe**

Warren Murphy, athletic director, Blacksburg HS  
Jim Hickam, football coach, Northside HS  
Dr. Robert Sydnor, team doctor, Brookville HS

**Region IV**

**Submitted by Ina Danko**

Bo Catron, secondary supervisor, Washington County Public Schools  
Glynn Carlock, former athletic director and football coach, Graham HS (deceased)

**Submitted by Alex Randall**

Mr. Kelly Cecil, athletic booster club, Bassett HS

**Central Region**

**Submitted by Dick Overton**

Paul Vecchione, principal, Patrick Henry HS  
Glenn Rudacille, basketball coach, Patrick Henry HS  
Willis McCauley, basketball official

**Northwest Region**

**Submitted by Allen Lawton**

Don Brown, athletic director, Forest Park HS  
Kendall Hayes, basketball coach, Potomac HS  
Carolyn Bowen, Fauquier HS

**Northern Region**

**Submitted by Mike McGurk**

Mike Dobson, former director of student activities, West Springfield HS  
Roy Hill, wrestling coach, Hayfield HS  
Larry Nottingham, certified athletic trainer, Fairfax County

- D. **2007-08 and 2008-09 March Meeting Schedule and Site Hotel:** Bob Grimesey moved, Denise Bowman Scott seconded and the committee voted 17-2-4 (Simpkins and Parrish voting no; Clendaniel, Harris, Noe, Lane abstaining) to approve the following schedule for March meeting in March of 2008 and 2009:

Wednesday                                      Executive Committee Meeting  
Thursday                                         Group Boards and Membership Meetings

VHSL would continue the relationship we have with the Holiday Inn Select, Koger Center.

- E. **State Event Criteria and Bid Process:** This information will be posted on the VHSL website.
- F. **Cox Cable and Sinclair Broadcasting:** Staff expects to receive two proposals to broadcast selected VHSL state championship events. Sinclair Broadcast Group (Fox 35, Richmond) and Cox Communications (Hampton Roads) have both expressed interest in AAA football and the basketball state championships. Based on preliminary feedback, the broadcasters will cover costs of live satellite broadcasts.
- G. **2007 and 2008 Region D Football Divisions:**

**2007-08 and 2008-09 Region D Alignment**  
**Numbers based on September 30, 2005 Membership Figures**  
**Grades 9-12**

Lee	840	Castlewood	279
Virginia	730	Walker, Thomas	270
Battle, John	638	Pound	268
Gate City	599	Twin Springs	263
Lebanon	575	Rye Cove	242
Kelly, J. J.	506	Twin Valley	239
Powell Valley	489	Appalachia	214
Coeburn	391	Burton, J. I.	204
Honaker	381	Hurley	197
Clintwood	344	Ervinton	164
Haysi	304	Saint Paul	150
		Council	137

**Note:** The March 31, 2007 ADM figures will be used to determine the actual divisions for the 2007 and 2008 school years.

- H. **NFHS Board of Directors Appointment:** Virginia may be in line to fill this at-large position effective July 1, 2007.
- I. **State Gymnastics:** Oscar Smith had been approved as the site but will not be able to host. New site is needed.

J. **Group AAA State Swim Meet:** Site will be George Mason University, but we have no director. Northwest Region is in line to host.

XVII. **October Meeting Preview:** The tentative schedule for the fall (one-day) meetings to be held at the DoubleTree Hotel is as follows:

Tuesday, Oct. 17	7:00 p.m.	Hall of Fame Banquet
Wednesday, Oct. 18	8:00 - 9:30 a.m.	Issue Credentials and Coffee/Danish, DoubleTree Hotel
	8:00 - 11:00 a.m.	Silent Auction
	8:30 - 9:30 a.m.	Coaches Ed
		District and Region Treasurers
	9:30 - 10:30 a.m.	Group Boards
	11:15 - 12:30 p.m.	Membership Meeting

XVIII. **Subcommittee Reports:** The League Chairman met with several members to discuss the strategic plan and below are the highlights from that meeting:

Four Action Teams (don't make action teams too large)

- a. Technology (Communication)
- b. Operations (Personnel, staff support, building)
- c. Policy (Rules, regulations, programs)
- d. Presence (Advocacy, relationships, image)

- Create survey document to work from -- staff refine survey presented at September Executive Committee
- Post survey on website and establish deadline
- Don't let the process be too cumbersome
- Two-year benchmark -- Executive Committee approve plan in May 2007; monitor plan and report status in two- year intervals (don't let strategic planning initiative sit on shelf)
- Plan approval should not be in May of the same year the R&R Plan is adopted
- Set timeline -- who does what/when
- League Chairman to appoint Ad Hoc Committee composed of Executive Committee members and League staff
- Appoint no action committees at this time

Timeframe:

- December Executive Committee -- Staff present to Executive Committee preliminary work on the Strategic Plan and data collected
- December Executive Committee -- Executive Committee to discuss elements of the plan presented by staff
- Additional work will be done in the months of December, January and February
- February -- Refine as necessary
  - Ad Hoc Committee to review plan
- March -- present plan to the Membership at League's winter meeting
- May -- final approval by Executive Committee

The VHSL staff is to be involved in all stages of the Strategic Plan.

Subcommittees also met at lunch and below are the highlights from their meetings:

A. **Finance Committee:** The purpose of the Finance Committee is to oversee the financial operations of the VHSL.

- Implement the budget
- Review financial statements
- Review VASS Study recommendations
- Review new Financial Procedures
- Review new job descriptions

- B. Communication/Technology Subcommittee:** Purpose - To explore the option of using technology to further communications in enhancing the vision and mission of the VHSL.

**Communication with Members, Donors, and General Public**

- Executive committee members to be advocates for VHSL as a nonprofit organization, to grow cooperate sponsorships and Foundation Donors.
- Reflection on the Survey to include more multiple-choice responses and fewer narrative responses.
- Emphasis on the Vision and Mission as it relates to the purpose in maintaining standards for student activities.
- Extend use of the website to communicate with member schools and general public.
- Corporations and individuals to pull together to inform and request support of VHSL activities.

**VHSL Office and State-Wide Technology**

- Use technology to bring services to schools/staff (i.e.: training for coaching staff and officials through distance learning/on-line clinics)
- A variety of methods to validate individual participation were explored through discussion.

**C. Policy:**

Members in attendance: Oliver McBride, Clint Stables, Vanessa Wigand, Mike Evans, Art Lawrence, Mike Lane and Tom Zimorski.

The Policy Committee of the VHSL Executive Board met over lunch on September 21, 2006, for the purpose of outlining tasks and beginning preliminary discussions on the issue of eighth grade holdbacks.

For the 2006-07 year it will be this committee's job and commitment to bring forth before the full Executive Committee the best possible information and policy ideas to benefit all members of the VHSL. Our first task will be to gather comments, suggestions, and bring forth policy ideas regarding eighth grade holdbacks and their eligibility. A meeting has been scheduled for 6:00 p.m. on December 5, 2006, at the DoubleTree Hotel.

- D. Personnel** The VHSL Personnel Committee met on September 21, 2006 during lunch and conducted the following business:

- Welcomed new members and introduced returning members to the committee.
- Discussed job descriptions for staff members.
- Discussed establishing a process for evaluating the effectiveness of Executive Committee meetings.
- Reviewed the requirement of conducting a mid-term evaluation of the Executive Director.
- Identified the need to secure appropriate evaluative material and/or tools for the Executive Director's evaluation.
- Determined there was a need for the VHSL staff to submit a proposal for Organization Design to the Personnel Committee.
- Identified a need for the staff to create a twelve-month work calendar.

XIX. **Adjournment:** There being no further business, the meeting adjourned at 3:15 p.m.