

Illinois Athletic Director's Association 12th Annual Summer Leadership Retreat and New Athletic Directors Workshop
Thursday July 7th, 2011 through Saturday July 9th, 2011 Bloomington, Illinois
Combined Collaboration Format Including IADA, IHSA and the IESA New in 2011

Purpose: To provide athletic administrators an opportunity for professional growth and development outside the normal school year in a time period that should be less filled with job responsibilities. Additionally for the new athletic administrators acquaint them with the benefits of membership in the Illinois Athletic Director's Association and at the same time providing an opportunity for networking, socialization, and collaboration in a structured way to maximize the time available.

Dates: Thursday July 7th, 2011 through Saturday July 9th, 2011

Locations: Thursday Morning from 8:30 am until 1:30 am : For Middle School and Junior High School Athletic Directors
The Illinois Elementary School Association Offices
1015 Maple Hill Road
Bloomington, IL 61705
Phone: 309-829-0114
FAX: 309-829-0625 (Through Lunch provided on Thursday by the IESA)

Thursday Morning from 8:30 am until 1:30 am : For New High School Athletic Directors and Presenters
At the Illinois High School Association Offices
2715 McGraw Drive
Bloomington, Illinois 61704
Phone: 309-663-6377
FAX: 309-663-7479 (Through Lunch provided on Thursday by the IHSA)

Thursday Afternoon Leadership Training Institute Courses from 2:00 pm until 6:00 pm
At The Holiday Inn & Suites Bloomington-Airport
3202 East Empire Drive
Bloomington, Illinois 61704-0902 (Dinner for all attending is on their own after the classes are complete Thursday)

DAILY SUMMER RETREAT AGENDA 2011

Thursday July 7th, 2011

8:00 am until 8:30 am Registration and check-in at the IESA Offices and the IHSA Offices. Coffee and rolls provided.

8:30 am until 1:30 pm For Middle School and Junior High Athletic Directors, all workshop activities take place at the IESA Offices and cover agenda worked out by IESA Administrative Staff. The rest of this document will focus on the specifics of the first day for high school athletic administrators and then the details for all the remainder of activities which will take place at the Holiday Inn and Suites Bloomington-Airport.

8:30 am until 9:00 am Welcome – Dr. Steve May CMAA Wheeling High School Activities Director and Illinois Athletic Director's Association President

Overview of the IADA – Presented by Mr. Steve Haines CAA Seneca High School Athletic Directors and Illinois Athletic Director's Association President Elect

Mentoring Program for New HS Athletic Directors – Presented by Mr. Jerry Dobbs, CAA Palatine High School Athletic Director and Illinois Athletic Director's Association Mentoring Program Chair

DAILY SUMMER RETREAT AGENDA 2011 continued

8:30 am until 9:00 am

Leadership Training institute – Presented by Mr. John Van Fleet CMAA Retired Athletic Director and Illinois Athletic Director’s Association Leadership Training Institute Chair Person (Also introduce at this time Ms. Becky Dziekan CMAA Assistant Illinois Athletic Director’s Association Leadership Training Institute State Chair Person

NIAAA Certification Program – Presented by Ms. Deborah Ofcky CMAA Assistant Athletic Director at New Trier High School and Illinois Athletic Director’s Association Certification Program Chair Person

9:00 am until 9:45 am

Presentation from Summer Retreat Athletic Administrators who were New Athletic Administrators and attended the Eleventh Annual Summer Retreat in July 2010 Speakers: Mr. Jon Empen Dixon High School Athletic Administrator, and Mr. Chauncey Carrick Sycamore High School Athletic Administrator

9:45 am until 10:00 am

Short Question and Answer Session / Panel Discussion with Veteran Athletic Administrators in Attendance and New Athletic Directors

10:00 am until 1:00 pm

Presentation by Dr. Marty Hickman and the Illinois High School Association Staff for the New Athletic Administrators

1:00 pm until 1:45 pm

Lunch provided by IHSA. Please note that as lunch time ends, those signed up to take the Leadership Training Institute courses (LTI 502, LTI 700, and LTI 508) should drive back to the Holiday Inn and Suites Bloomington-Airport for the start of classes at 2:00 pm.

(Summer Leadership Retreat continues for all athletic administrators who registered for the Leadership Training Institute Courses and all these courses will be offered and delivered at the Holiday Inn and Suites. The Room numbers will be actually posted in the hotel lobby near the hotel registration desk.

2:00 pm until 6:00 pm

Leadership Training Institute Course LTI 502 Athletic Administration: Principles, Strategies, and Methods (Instructors: Mr. Matt Hensley CMAA Former IADA President and Athletic Administrator at Mahomet-Seymour High School and Mr. Mike Skowronski CAA Former IADA Awards Chair Person and Former Athletic Director at Glenbard West High School) This class is intended for the New High School Athletic Directors. For those that are new high school athletic directors and attended the morning workshop at the IHSA Offices, and complete this four hour course they will receive one year free membership in the IADA and be assigned a Mentor athletic director) Cost for all others \$100 before June 7th, 2011, after June 7th, 2011 \$125 late registration fee to cover mailing costs for textbooks.

2:00 pm until 6:00 pm

Leadership Training Institute Course LTI 700 Athletic Administration: The Administration of Middle School Athletic Programs (Instructor: Mr. John Van Fleet CMAA Retired Athletic Director) As a special offer in an attempt to reach out to middle school and junior high school athletic administrators who we have underserved in the past several years, if they attend either the IESA workshop in the morning on Thursday or take LTI 700 Thursday afternoon regardless of where they are in their career (new, young, veteran, administrator juggling many positions) you will be given one year’s free IADA membership and the opportunity to make use of our Mentoring Program. Cost for all others \$100 before June 7th, 2011, after June 7th, 2011 \$125 late registration fee to cover mailing costs for textbooks.

DAILY SUMMER RETREAT AGENDA 2011 continued

2:00 pm until 6:00 pm

Leadership Training Institute Course LTI 508 Athletic Administration: Legal Issues III – Hazing, the Americans with Disabilities Act and the Fair Labor Standards Act (Instructor: Ms. Becky Dziekan, CMAA Assistant Leadership Training Institute Chair Person and Assistant Athletic Administrator at Zion-Benton Township High School. This course is not part of the workshop outreaches we are making and people would need to register and pay for this course. Cost for all others \$100 before June 7th, 2011, after June 7th, 2011 \$125 late registration fee to cover mailing costs for textbooks.

Balance of Thursday July 7th, 2011 Dinner is on your own. There are many restaurants with in a very short distance (some even within walking distance of the Holiday Inn and Suites Hotel-Bloomington Airport. There is an Avanti's Italian Restaurant and a Buffalo Wild Wings within walking distance and Baxter's (the Restaurant associated with the Holiday Inn and Suites) that all have very good food at reasonable prices. We will try to arrange a review session for those individuals planning to take the Certified Athletic Administrators examination on Saturday morning. See John Van Fleet if interested in this. This is an optional one hour session to help lower your level of stress about the test for that you can do your very best, it is offered free of charge.

Friday July 8th, 2011 Schedule

7:45 am until 8:00 am

Continental Breakfast (fruit, rolls, coffee, juices, and etc.) served in lobby.

8:00 am until 12:00 noon

Leadership Training Institute Course LTI 501 Athletic Administration: Philosophy, Leadership Organizations and Professional Development (Instructors: Mr. Henry Johnson CMAA IADA Business Manager and Former President –Athletic Administrator at Mascoutah High School and Mr. Stephen Gertz CAA Athletic Director at Burlington Central High School) This is not a course offered for free, registration fees apply here. Cost for all others \$100 before June 7th, 2011, after June 7th, 2011 \$125 late registration fee to cover mailing costs for textbooks.

8:00 am until 12:00 noon

Leadership Training Institute Course LTI 705 Athletic Administration: Coach Centered Educational Athletics – A Character Based Coach to Coach Mentoring Program (Instructors: Mr. Doug L. Smith CMAA Retired Athletic Director and Former NIAAA Board of Directors member and Mr. Tom Gillhouse CAA Former IADA LTI State Program Chair and Retired Athletic Director) This is not a course that is offered without charge, registration fees apply here. Cost for all others \$100 before June 7th, 2011, after June 7th, 2011 \$125 late registration fee to cover mailing costs for textbooks.

8:00 am until 12:00 noon

Leadership Training Institute Course LTI 611 Athletic Administration: Concepts and Strategies for Interscholastic Marketing, Promotions, and Supplemental Fundraising (Instructor: Ms. Becky Dziekan CMAA Assistant LTI State Chair and Assistant Athletic Administrator at Zion Benton Twp. High School) This is not a course that is offered without fees, all normal registration fees apply here. Cost for all others \$100 before June 7th, 2011, after June 7th, 2011 \$125 late registration fee to cover mailing costs for textbooks.

12:00 noon until 1:00 pm

Lunch provided for all attendees by the Illinois Athletic Director's Association served in the Lobby outside the classrooms at the Holiday Inn and Suites. Sandwich buffet, with salads and simple dessert. The catering is provided by Baxter's Restaurant in the hotel and has been outstanding the past years.

DAILY SUMMER RETREAT AGENDA 2011 continued

1:00 pm until 5:00 pm

Leadership Training Institute Course LTI 504 Athletic Administration: Legal Issues I Risk Management (Instructors: Mr. Drew Potthoff, CMAA Former IADA President and Athletic Administrator at McHenry High School and Ms. Becky Dziekan, CMAA State Chair Assistant for LTI Program and Assistant Athletic Administrator at Zion-Benton Township High School)) This is not a course that is offered without fees, all normal registration fees apply here. Cost for all others \$100 before June 7th, 2011, after June 7th, 2011 \$125 late registration fee to cover mailing costs for textbooks.

1:00 pm until 5:00 pm

Leadership Training Institute Course LTI 719 Athletic Administration: Supervision and Decision-Making Concepts, Methods and Applications (Instructors Mr. Tom Gillhouse, CAA Retired Athletic Administrator and Former IADA LTI State Program Chair along with Mr. Doug L. Smith, CMAA Retired Athletic Administrator and Former NIAAA Board of Directors Member Section Four representing Illinois, Iowa, Indiana, Michigan, and Wisconsin) This is not a course that is offered without fees, all normal registration fees apply here. Cost for all others \$100 before June 7th, 2011, after June 7th, 2011 \$125 late registration fee to cover mailing costs for textbooks.

Important Note of Information about Courses originally offered that have been canceled: The Illinois Athletic Director's Association by-laws require class registration to be at six in order to offer a class at the State Conference or the Summer Retreat. The only exception to this by-law occurs when someone from outside of the state of Illinois registers for the class. We had listed LTI 612 Basic Power Point and LTI 707 Athletic Department Assessment of Personnel and Programs, neither of these had any registration by June 15th and no one from outside of Illinois registered, therefore the classes were canceled. It is not economically prudent for us to offer classes with less than six people signed up.

Balance of the Day Friday July 8th, 2011 – Dinner and social activities on your own. Potential Certified Athletic Administrators examination candidates may be having an hour long review session scheduled somewhere in the hotel at 5:00 pm after the course are complete. For information on these review sessions for the CAA Examination, please check with or contact John Van Fleet, Becky Dziekan, of Deborah Ofcky.

Saturday July 9th, 2011 Schedule

7:45 am until 8:00 am

Continental Breakfast (fruit, rolls, coffee, juices, and etc.) served in lobby.

8:00 am until 10:00 am

Certified Athletic Administrator's Examination in a room to be announced. Only available to those who have pre-registered for the exam and met all necessary qualifications of the NIAAA in order to sit for the examination. Exam Proctored by Mr. John Szabo, CAA NIAAA Liaison and Former IADA President along with Athletic Administrator at Bloomington High School

8:00 am until 12:00 noon

Leadership Training Institute Course 506 Athletic Administration: Legal Issues II – Title IX and Sexual Harassment (Instructor: Ms. Becky Dziekan CMAA Assistant LTI State Program Chair and Assistant Athletic Director Zion-Benton-Township High School) This is not a course that is offered without fees, all normal registration fees apply here. Cost for all others \$100 before June 7th, 2011, after June 7th, 2011 \$125 late registration fee to cover mailing costs for textbooks.

9:00 am until 12:00 noon

Illinois Athletic Director's Association Executive Board Meeting Presided by Dr. Steve May President Room to be assigned by the Holiday Inn Hotel and Suites and posted in lobby.

DAILY SUMMER RETREAT AGENDA 2011 continued

9:00 am until 12:00 noon

Illinois Athletic Director's Association 2012 State Conference Planning Committee Meeting in room to be assigned by Holiday Inn and Suites Hotel and poster in lobby. Meeting to be conducted by Mr. Steve Rockrohr, CAA Athletic Administrator at Glenbrook South High School and Mr. Bob Pieper, CAA Football Coach and Assistant Athletic Administrator at Glenbrook North High School

Any questions about this agenda of anything regarding the opportunities presented in the Retreat should be directed to John A. Van Fleet, Sr. CMAA or Becky Dziekan CMAA Leadership Training Institute Coordinators for the Illinois Athletic Director's Association.

John A. Van Fleet, Sr. CMAA

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