SYNOPSIS OF ACTIONS
MAY 3, 2013 EXECUTIVE COMMITTEE MEETING
Hilton Garden Inn - Troy

ACTION ITEMS

1. P2 Approved the March 2013 Executive Committee meeting minutes as written.
2. P3 Approved meeting dates and packet release dates for 2013-2014 Executive/Central Committee meetings.
3. P3 Approved the Boys Volleyball State Championships be played on Friday, November 15, 2013 at the Glens Falls Civic Center (2).
4. P3 Approved the 2014 Boys Swimming/Diving Championships be held at Webster Schroeder High School (5).
5. P3 Tabled the action item concerning the site of the 2014-2016 Boys State Golf Championships.
6. P3 Approved Section participation in the 2013-2014 NYSPHSAA Championships and Regionals as presented, as per NYSPHSAA Constitution, Article V, 5.
7. P4 Approved the reappointment and appointment of the following sport coordinators for a 5 year term effective September 1, 2013 through August 31, 2018: Ed Dopp, Baseball; Oscar Jensen, Boys Indoor Track; Chuck Goehring, Girls Soccer; Scott Stuart, Ice Hockey; Eileen Shultis, Girls Bowling; Mike O’Connell, Boys Bowling.
8. P5 Approved to request SED to recognize Cheerleading as a sport for the 2013-2014 school year.
9. P5 Approved the continuance of the East/West Cheer Regional Invitational events during the 2013-2014 school year.
11. P8 Approved the use of distance measuring devices in the sport of Boys Golf as stated by the USGA rules for all NYSPHSAA regular season, sectional and State Championship events. The use of cell phones is prohibited.
15. P9 Approved additional language to A. Foreign Exchange Students (pg. 96 NYSPHSAA Handbook).
19. P10  Approved additional language to the By-laws and Eligibility Standards (pg. 92 NYSPHSAA Handbook).


21. P11  Approved with section/league approval, the modified program Fall season starting date to be the 4th Monday of August.

22. P13  Approved the Football Committee’s recommendation for the 2014-2015 classification cut-off numbers as presented at this time.

23. P16  Approved the following as Friend and Neighbor status: NY School for the Deaf, Fanwood (1); Westchester Hebrew High School (1); St. Mary's School (3); Upton Lake Christian School (9).

24. P16  Approved adjournment.
NEW YORK STATE PUBLIC HIGH SCHOOL ATHLETIC ASSOCIATION, INC.

EXECUTIVE COMMITTEE MINUTES
Hilton Garden Inn – Troy
May 3, 2013

The Executive Committee meeting was called to order by President Eileen Troy at 10:05 AM on Friday, May 3, 2013. Executive Director Robert Zayas introduced members of the Executive Committee and took attendance as follows:

**Officers & Staff**
President Eileen Troy  
First Vice President Stephen Broadwell  
Second Vice President James Osborne  
Past President Mark Ward  
Executive Director Robert Zayas  
Assistant Director Robert Stulmaker  
Assistant Director Todd Nelson  
Director of Marketing & Media Joe Altieri  
Treasurer Lisa Arnold  
Counsel Renee James  
Risé Van Iderstine

**Past Presidents**
Kathy Faber  
Karen Lopez  
Patrick Pizzarelli

**Section Representatives**
Section  1: Karen Peterson; Jennifer Simmons (proxy for Scott Mosenthal)  
Section  2: Elizabeth Hemstead, Robert McGuire  
Section  3: Barbara Felice, Michael Carbone  
Section  4: Julie Bergman, Chris Durdon  
Section  5: Kimberly Henshaw, Dennis O’Brien  
Section  6: Cindy Bullis, Don Scholla (Timm Slade proxy for Don Scholla – 2nd half)  
Section  7: Patricia Ryan-Curry, Joseph Staves  
Section  8: Chris Ceruti, Dominick Vulpis  
Section  9: Roberta Greene, James Wolfe  
Section 10: Lori Brewer, Paul Harrica  
Section 11: Lisa Lally, Timothy Mullins

**Section Executive Directors**
Jennifer Simmons (1)  
Wayne Bertrand (2)  
John Rathbun (3)  
Ben Nelson (4)  
Ed Stores (5)  
Timm Slade (6)  
Karen Lopez (7)  
Nina Van Erk (8)  
Carl Normandin (10)  
Ed Cinelli (11)
Standing Committees
James Rose, Modified Co-Coordinator
Roberta Greene, Chairperson-Handbook Committee

Ex-Officios
Alan Mallanda, Ex. Director-NYSAAA
Darryl Dailey – SED
James Rose, President-NYSCOA

Guests
Greg Ransom (9)
Don Webster (11)
Nick DeCillis (11)
Pat Ryan, Girls Swimming State Coordinator

A motion to approve the March 22, 2013 Executive Committee Meeting minutes as written carried

McGuire/Harrica

ORAL AND PRINTED REPORTS WERE PRESENTED BY ASSOCIATION OFFICERS AND STAFF

President Eileen Troy
• Welcomed our new Treasurer, Lisa Arnold.
• She and Robert will be appointing an Ad Hoc Committee to study athlete participation gifts given at Championships. The committee will consist of a Section Executive Director, Superintendent, Male Sport Coordinator, Female Sport Coordinator, Tournament Director, Athletic Director, Female Student/Athlete, Male Student/Athlete, and a NYSPHSAA Assistant Director. The charge of the Committee will be to come up with something uniformed for all student athletes who participate at our state championships. Anyone interested in being a member of the committee should contact Eileen or Robert Zayas.

Executive Director Robert Zayas

Media Content Coordinator
• 25 applications for the Media Content Coordinator have been received to date. The application deadline is May 3rd. Applicants who will be interviewed will be notified by May 10th. Interviews will be May 15th, 16th, and 17th. The position will begin in mid-June.
• This person will be responsible for all media content on the NYSPHSAA website and social media, along with special projects to highlight and promote NYSPHSAA events and student-athletes.

Website Update
• The NYSPHSAA staff has begun working with Spire Interactive to redesign the website.
• Anticipated launch date will be in July.
• The Media Content Coordinator will be responsible for posting all the content to the website, which will include the State Championship brackets and newsworthy content.

Staffing Changes
• Barbara Hennessey who worked for the Association for 27 years has announced her retirement effective August 31, 2013.
• Ros Sheldon resigned as of April 5, 2013.
• We hired Lisa Arnold as the full time Treasurer beginning April 1st.
• Eileen Davis, our Rule Book Distribution person, fell and broke two vertebrae and will be out six (6) weeks.
• There has been some re-organization of responsibilities in the office.
Executive and Central Committee Meeting Dates

- Robert reviewed the meeting dates and packet release dates for the Executive and Central Committee meetings.
  - The goal is to get the packets out approximately two weeks prior to the meetings.
  - Because of people traveling from out of town and possible weather issues it is not feasible to start at 9:00 am.
  - If there are items that need a face-to-face meeting, the January meeting “could” be a face-to-face meeting.
  - The dates are taking into consideration Section Athletic Council dates as much as possible.
A motion to approve the following meeting dates and packet release dates for 2013-2014 – Executive Committee—Thursday, October 24, 2013 with packet release date Monday, October 7, 2013; Friday, January 31, 2014 with packet release date Monday, January 13, 2014; Friday, May 2, 2014 with packet release date Monday, April 14, 2014 – Central Committee – Tuesday-Thursday, July 29-31, 2014 with packet release date Friday, July 11, 2014 carried. Harrica/Hemstead

Assistant Director Robert Stulmaker

State Championships/Regionals 2013-2014

- The updated schedule of known dates/sites for 2013-2014 is in your packet.
A motion to approve the Boys Volleyball State Championships to be played on Friday, November 15, 2013 at the Glens Falls Civic Center (2) carried. Harrica/Hemstead

A motion to approve the 2014 Boys Swimming/Diving Championships to be held at Webster-Schroeder High School (5) carried. Mullins/Harrica

A motion to approve Cornell University (4) to be the site of the 2014-2016 Boys State Golf Championships. No call for action. Harrica/Bergman

Discussion: All section coordinators were aware that this was the bid year. Anyone can request an RFP. Two sections did request an RFP. However, we only received the one bid from Cornell University. In the future, the correspondence will be sent to the Section Executive Directors.

A motion to table the action item concerning the site of the 2014-2016 Boys State Golf Championships carried. Harrica/Lally

RFP’s will be sent to all Section Executive Directors again.

A motion to approve the Section participation in 2013-2014 NYSPHSAA Championships and Regionals as presented, as per NYSPHSAA Constitution, Article V, 5 carried. Vulpis/McGuire

Future Dates/Sites

- Future dates/sites projections known to date are in your packet. An approval vote for 2014-2015 is scheduled for January 2014.

State Sports Coordinators

- Three (3) Coordinators are stepping down.
- Dennis Sadler – Ice Hockey, after serving 20 years; Kathy Ferreri – Girls Bowling, after serving 10 years; Wayne Inman – Boys Bowling, after serving 10 years.
- Thanked them for all they have done for student athletes, coaches and officials throughout New York State. Their hard work and dedication is much appreciated.
A motion to approve the reappointment and appointment of the following sport coordinators for a 5 year term effective September 1, 2013 through August 31, 2018: Baseball – Ed Dopp; Boys Indoor Track – Oscar Jensen; Girls Soccer – Chuck Goehring; Ice Hockey – Scott Stuart; Girls Bowling – Eileen Shultis; Boys Bowling – Mike O’Connell carried. 

Bergman/Carboine

Scholar/Athlete Team Award Program
- Winter 2012-2013 State Championship teams are listed in your packet.
- The deadline for Spring 2013 is Friday, May 17, 2013.
- School of Distinction Award Applications are to be completed following the Spring 2013 deadline and must be received no later than June 30, 2013. Award winners will be announced at the Annual Meeting.

NYS Federation of Secondary Schools Athletic Association
- Congratulations to Irvington HS (1) on being crowned Class B Girls Basketball Federation Champions.
- Next meeting is May 13, 2013.

Community Service Challenge
- Applications should be to the Section by May 1st.
- Section winners due to NYSPHSAA by June 1st.
- State winner will be announced in early June and recognized at the Summer Meeting.

Officials Coordinating Federation
- Next meeting is Saturday, May 11, 2013 at 9:00AM via conference call.

Assistant Director Todd Nelson

Non-Public Schools and State Championships
- At the March 2013 Executive Committee meeting, Todd was asked to compile a report on the number of State Championships that have been won over the last five (5) years by public and non-public schools in all sports. This list and a breakdown is included in your packet.

Unified Sports/Special Olympics pilot program
- In February, the Federal Department of Education sent out a reminder that schools must be making accommodations to allow students with disabilities the opportunity to participate in extra-curricular activities as part of the 504 Law. The NYSPHSAA has approved many special accommodation requests over the past two decades to allow students with special needs to participate in interscholastic athletics.
- We have been approached by Special Olympics New York to discuss a partnership with our organization.
- NYSPHSAA and Special Olympics New York would like to partner on a project entitled Unified Sports.
- We would like to pilot a program for the Spring of 2014 in the sport of basketball. We are going to present this on May 13th at the Section 2 League Presidents’ meeting. The season would consist of three (3) to four (4) games and possibly up to six (6) with a culminating event the last weekend in May.
- If the pilot program goes well, we will be willing to expand this and work with other Sections.
- Robbie Greene advised that they do something similar in Section IX for swimming and track and field. They were looking for something in the winter. They are working with the Maryland Association for bocce ball and using the Unified Team.

Cheerleading
- This year the NYSPHSAA sponsored two cheerleading invitational events during the winter season.
- Over 90 teams competed in four divisions.
- There was a net profit of just over $15,000.
- He thanked the organizers of both events for an outstanding job.
- Would like to continue with these events in the future.
A motion to approve to request SED to recognize cheerleading as a sport for the 2013-2014 school year carried.  

\textit{Slade/Brewer}

Concern was raised as to what the number of contests would be and if the outside agency rule would apply. There would be one championship sport season in the winter. This applies to competitive cheer, not traditional cheer. A school could not send a competitive cheer team to a competition in the fall. This is the first step to make cheerleading a sport.

A motion to approve the continuation of the East/West Cheer Regional Invitational events during the 2013-2014 school year carried.  

\textit{McGuire/Lally}

**Director of Marketing & Media Relations Joe Altieri**

**Sponsorship**
- Reviewed the various in-kind and cash sponsors that have been secured for the winter/spring events.
- Reported he will be meeting with the American Dairy Association and Max Preps soon as their renewals come up in September.
- Other meetings have been conducted and scheduled with the following: National Baseball Hall of Fame, DePaula Chevrolet, Varsity Cheer, First Niagara, Home Team Marketing, LUTF, Nagle, Canizzoro Foundation, EZ Stream, Fundabilities.

**Marketing**
- Thanks to the partnership with Time Warner Cable, an aggressive TV campaign with more than 1500 spots on their channels has been implemented to promote our baseball, softball, girls lacrosse and boys lacrosse championships in 4 markets.

**Championships**
- Winter sports netted approximately $2,500 profit for programs, revenue from radio fees $5,750 and souvenir sales of approximately $72,000. Based on submitted bids the spring sports should see a minimum of $46,000 in revenue.
- An RFP for championship programs and souvenirs has gone out to more than 100 individuals including vendors, sport coordinators, tournament directors and Section Executive Directors. We are seeking to have one vendor for souvenir sales and program development for all 32 championship events. A copy of the RFP will be available with the minutes. The deadline for bids is June 15th and by July 1st should have a vendor in place with a three year contract. The vendor will be present at the Summer Meeting with a sample of items that will be sold throughout the 2013-2014 school year. If you know of any vendor who may be interested, please feel free to send them the RFP.

**Media/Broadcasting**
- The Association officially announced its 10-year partnership with Time Warner Cable to broadcast state championship quarterfinals, semifinals, and finals on TV and the internet.
- Time Warner Cable will have a link on the new NYSPHSAA website (Time Warner Media Center) to show listings of all the games being broadcast.

**Summer Interns**
- Shannon Flaherty, a senior at SUNY Cortland and graduate of Scotia-Glenville High School (2), and Keri Squadrito, a senior at Springfield College and graduate of Tamarac High School (2), will begin summer internships this month with each handling marketing and sports information/media content duties.
(Subsequent to the meeting, Ms. Squadrito withdrew from the internship and Kevin Barger, a senior at St. Rose replaced her.)

**Graphic Designer**
- We have contracted a freelance graphic designer, Tara Thomas. She will help out with the handbook, championship programs and whenever we need graphic work done. Ms. Thomas will be contracted on an hourly, as needed basis.

**Treasurer Lisa Arnold**

**Balance Sheet**
- Reported the actual operating cash is approximately $500,000, not $603,679 which includes investments cash.
- Reported there are a couple of areas she needs to investigate: Investments has not been updated since August 31, 2011; the prepaid expenses figure of $87,369 is not correct. It should be closer to $5,000; and the figures for the post retirement benefits are as of 8/31/2012 and need to be adjusted.

**Working Profit and Loss Statement**
- She reviewed the Profit and Loss Statement which shows an income loss. She indicated this statement is for an eight (8) month period and there are still expenses to take into account.
- She reported that some schools have not paid their dues for the 2012-2013 school year. Notices will be sent to the Superintendents of the delinquent schools, with a copy to the Executive Directors. Future delinquent accounts will be handled in accordance with the handbook.

**Championship Analysis**
- The net profit for the fall and winter championships is approximately $290,000. Section mileage reimbursement and stipends paid to the sport coordinators are now included under the championship expenses.

**Counsel Renee James**
- Reviewed the lawsuit involving the extended eligibility of the Dominican Republican student playing baseball. A 17 page decision has been received stating the judge basically disagreed with our interpretation of the SED regulation. It stated that it was Arbitrary and Capricious of the appeal committee to have not considered the mother’s loss of her job and the loss of her house as circumstances beyond the student’s control. She stated she had contacted SED during the lawsuit for an affidavit or some clarification stating if this is how they still interpret the rule. Their response was they don’t do affidavits anymore. Renee believes the chances of appeal are good based on another case where the family voluntarily moved. She has again contacted SED and requested they change their statute or give us clarification of the regulation because we are getting sued for their rule.
- Reported on her attendance at the NFHS Legal Summit in Indianapolis in April.

**REPORTS FROM EX-OFFICIO MEMBERS AND CONSULTANTS**

**NYS Athletic Administrators Association.**  Alan Mallanda, Executive Director

**NYSAAA**
- The NYSAAA and Nassau BOCES have partnered this spring to offer 5 Leadership Training Courses. BOCES is providing a grant for up to 15 athletic directors to take each course, thereby assisting, especially new AD’s, in getting certification and training.
• Membership renewals and applications received after July 1, 2012, will be based on the date joined and expire on the one year anniversary date. This will now be in sync with NIAAA.

• The 2014 NYSAAA Conference is scheduled for March 12-15, at the Saratoga Hilton and Conference Center.

• NYSAAA just completed its 31st annual conference. We were pleased with the attendance (268) and the exhibitors (100) this year. There were three excellent speakers including NYSPHSAA Executive Director Robert Zayas. There were 20 breakout workshop sessions, 7 Leadership Training Classes and an Event Safety Training & Certification seminar. Congratulations to Steve Young, CAA and the conference planning team from Chapter 1, plus all our volunteers for putting on a tremendous event.

• At the conclusion of the conference, the gavel was passed from Steve Young, CAA to Peter Shambo, CMAA for the 2013-14 year. Peter and his planning team from Chapter 5 will be putting together another great program with the theme of “Living the Dream of Interscholastic Athletics.”

• NYSAAA will implement its first Hall of Fame Induction at the 2014 state conference. Nominations for the first class have been received and are being selected. Nominations are now being accepted for the second induction in 2015. Forms and information are posted on our website for downloading.

• NYSAAA has a new on-line “Logo Shop” for clothing and accessories. The prices are great and the selection and quality is impressive. Go to www.MyLocker.net and search for NYSAAA in Lake Luzerne, NY, which brings you to our site. NYSAAA gets a percentage of all purchases.

• NYSAAA has started a new annual fund raiser at our conference known as the NYSAAA Coin Toss. Coins are $20 each and are good for all drawings whether you have won previously or not. All proceeds will benefit our Professional Development Program for Athletic Directors, and our Hall of Fame Induction.

• The NYSAAA Newsletter will be e-mailed the first part of May. If you are not getting the newsletter, you can find it on their website, www.nysaaa.org or go to www.wehelpschools.com and subscribe.

• Check out all of the photos from the conference on Shutterfly.

NIAAA

• The NIAA/NFHS annual Athletic Directors Conference is scheduled for December 14-17, 2013 in Anaheim, CA.

• Alan Mallanda, Dennis Fries and Pete Shambo will be attending the NIAAA Section 1 meeting on May 15th in North Conway, NH and placing Pete’s name into nomination for the at-large position on the NIAAA Board from Section 1. If successful, Pete will be one of three running in an At-Large election for the Board at the annual conference in December.

• Check out the spring schedule for NIAAA Leadership Training Webinars on our website www.nysaaa.org or the NIAAA website www.niaaa.org

Thanked the NYSPHSAA and Robert Zayas for their continued support and partnership with the NYSAAA.

NYS Council of Administrators. Jim Rose, President

• Dues are going to increase $10 as of June 1st.

• Conference will be November 20-21, 2013 at the Turning Stone.

State Education Department. Darryl Daily

• Thanked everyone for all they do to provide high quality physical education, health education and athletic programs in New York State.

Interscholastic Athletic Placement Process

• The process is moving along. Will keep us advised.
Concussion Course
- Met with NFHS, Todd Nelson and Robert Zayas.
- NFHS is making changes to their course so coaches can take that course.
  - Robert Zayas: The SED has worked on some of those issues. We need to be able to let our coaches take the NHFS course. The goal is to use it by the fall. PE teachers would still be required to take the CDC Concussion Course.
  - Darryl: There are many levels that we have to go through.

Bullying Life Check Workshop
- People getting certified after July 1, 2013 will have to take a six (6) hour course on bullying prevention; 3 hours face to face and 3 hours online).
- Check the Office of Teaching website. More details to follow.
- Report will be coming. (bullying – teachers, coaches and everyone) It is in review in upper management.

President’s Counsel Test
- There was a question as to whether we are using the old test or the Presidents Council Fitness standards. The Presidential test is being used.
  - Robert Zayas: The standards are the same for the next few years. We are still using the President’s standards even though they are being phased out.
  - Todd Nelson: We would use the standard for the next five (5) years.

SPORT COORDINATOR REQUESTS

GIRLS SWIMMING & DIVING
A motion to approve the continuation of the existing qualifying times/scores in Girls Swimming & Diving for the 2013-2014 school year carried. **Vulpis/Greene**
Clarification: The times meet all the requirements per the handbook.

BOYS GOLF – Use of Measuring Devices
- Robert Stulmaker reviewed the proposal from the Boys Golf Committee regarding the use of distance measuring devices in the sport of Boys Golf as stated by the USGA rules for all NYSPHSAA regular season, sectional and State Championship events. The use of cell phones is prohibited.
  - This was approved back in January for the girls.
  - There is a difference between distance measuring devices and cell phones which are prohibited.
  - This would be effective immediately.
A motion to approve the use of distance measuring devices in the sport of Boys Golf as stated by the USGA rules for all NYSPHSAA regular season, sectional and State Championship events. The use of cell phones is prohibited carried. **Mullins/Carboine**

BOYS GOLF – Coaches to Play in the Practice Rounds
- Robert Stulmaker reviewed the proposal from the Boys Golf Committee for coaches and competitors to play in the practice rounds of the State Golf Championship. Coaches will also be permitted to be on the course in a supervisory and coach capacity.
  - No motion was brought forth.
  - Bob Stulmaker will advise them to follow the Handbook.
STANDING COMMITTEE REPORTS

Budget/Audit Committee. Steve Broadwell, 1st Vice President
- He thanked Robert, Lisa and the staff for the work they did to prepare the budget.
- The committee met, reviewed and endorsed the proposed 2013-2014 budget.
- He reviewed the proposed 2013-2014 budget.

A motion to approve the 2013-2014 NYSPHSAA budget carried. Slade/Lally

Concern was raised that it would be difficult to explain the 3-5% raises in manpower item to the Superintendents. A sheet with the breakdown by staff members was provided to the Executive Committee. In the future, this information will be provided as part of the budget.

(The votes by Section were: Section 1: 2 no; Section 2: 2 yes; Section 3: 2 yes; Section 4: 2 yes; Section 5: 2 yes; Section 6: 2 yes; Section 7: 2 yes; Section 8: 2 yes; Section 9: 2 no; Section 10: 2 yes; Section 11: 2 yes. 18Yes/4No)

Handbook Committee. Roberta Greene, Chairperson

Discussion Items
- Foreign Exchange/International Students. Section 7 submitted four concerns for the committee to review and take possible action upon. After much discussion, the committee determined three of the four items should be included in the summer meeting as cracker barrel items. They are:
  1) Review and consider language change to clarify the intent of the wording in the last sentence of item 9 #2 (Pg. 96)...
  2) If the student has not played on the sport competitively.
  3) Consider Foreign Student scenarios pertaining to CSIEF programs, bona fide students and being subject to the Transfer Rule.
  4) Reviewing the significance of a F1 Visa and J1 Visa that appears on the Foreign and International Student Reporting Form and bring clarity as to how it applies to the three options listed on the form.
- Reviewed the limitation on the number of varsity scrimmages permitted. (no action was taken)
- Discussed the safety of athletes in the sport of football when ball is uncatchable; the NFHS Football Rules committee would need to address this item if there was interest since NYSPHSAA abides by NFHS Football rules.

(Approved items would take effect September 1, 2013.)

Pg. 97. B. INTERNATIONAL STUDENTS, 1. INTERNATIONAL STUDENT DEFINITION; Pg. 108, 30. TRANSFER, b

A motion to approve adding the word “prior” to (or other persons with whom the student has resided for at least six months prior), carried. Simmons/Mullins

Pg. 103, 22. PRACTICE SESSIONS, B.

A motion to approve adding the following “NOTE: Any contests leading up to Sectional play is considered “regular season” to explain practicing seven consecutive days in the post season is permitted carried. Bullis/Staves

Pg. 96, A. FOREIGN EXCHANGE STUDENTS

A motion to approve adding “Athletes are not permitted to practice before the form has been submitted. Athletes are not permitted to compete without approval” to Foreign Exchange Students carried. This is similar language contained in the International Student portion of the Handbook on pg. 97. Ryan-Curry/Durdon

Pg. 181, Classification Procedure

A motion to approve adding “prior to the start of the season” to “Schools within each section may choose to move up but not down in classification prior to the start of the season” carried. Ryan-Curry/Durdon
A motion to approve revising “BASEBALL – Battery candidates shall have at least fifteen practice sessions” to “Battery candidates shall have at least thirteen practice sessions” carried. Ryan-Curry/Durdon

Pg. 96 DURATION OF COMPETITION
A motion to approve amending the Duration of Competition rule on Pg. 96 to reflect the current Commissioner of Education Duration of Competition Rule set forth on pages 46 and 47 carried. Ryan-Curry/Durdon

Pg. 92 Bylaws and Eligibility
A motion to approve adding to By-laws and Eligibility Standards: “Any meetings of the NYSPHSAA Central and Executive Committees or any committee thereof may be conducted by telephone or video conference or any means of communication through which the participants may simultaneously participate and hear each other during the meeting. Such participation shall constitute personal presence at the meeting” carried. Ryan-Curry/Durdon

Championship Advisory Committee. Robert Stulmaker, Assistant Director
- The Committee met on April 16th via conference call.

OFFICIALS FEES AND POLICIES
A motion to approve to extend the current 2012-2013 Officials Fees and Policies through the 2013-2014 school year, expiring June 30, 2014, carried. Vulpis/Felice
- Next Meeting is July 16th at 9:30 am via conference call.

Safety Committee. Todd Nelson, Assistant Director
- The committee met on April 19th.

Wrestling Advisory Committee
- The committee was asked for input by the Safety Committee on a procedure for wrestlers who cannot pass the hydration test due to a medical condition or medication. The Safety Committee feels that all wrestlers and athletes should be properly hydrated when participating in interscholastic athletics. If a student cannot pass the hydration test by obtaining the necessary reading of a refractometer, then a physician should be able to provide proof that a student is hydrated in a timely manner before the student is allowed to continue with the process. The Wrestling Advisory, Safety and Wrestling Committees will work on a procedure that will be followed by all Sections to address this scenario.
- The Wrestling Committee was asked to consider approving a 3 day dual meet tournament. Both the Wrestling Advisory Committee and Safety Committee have reservations about allowing a wrestler to potentially compete in 15 matches over a 3 day period. Both committees have recommended that the Wrestling Committee not approve this format.

Concussion Management
- The new Zurich guidelines were distributed to the committee in their entirety and in a summary form. The new guidelines served to reinforce the guidelines that are recommended by the NYSPHSAA and in the NYS Concussion Management Law. Todd and Robert met with representatives from SED and Dan Schuester from the NFHS, to discuss SED’s concerns regarding the NFHS Concussion Course. SED had concerns related to more prevention items being included in the NFHS course. Dan has assured us and SED that those items can and will be added to the course content. SED has indicated that if those items are added to the course content they would approve the NFHS course for coaches only. We are hopeful that this will be approved for the Fall of 2013.
Section Discussion Items

- The following should be discussion items at Section Athletic Council meetings. All of these items will be on the agenda of our committees in the Fall of 2013 for possible action and/or recommendations to the NYSPHSAA Executive Committee. Section Executive Directors are asked to invite the representatives of their Section to the meeting to be part of the discussion. The NYSPHSAA staff is available to provide assistance as needed.
  - Modified Girls Lacrosse Checking (modified, lacrosse and safety rep)
  - Modified Track & Field Shoes – Plastic plates on bottom of shoes (modified, T/F and safety rep)
  - Tennis Proposal – max number of games in a day (tennis and safety rep)
  - Early season heat acclimatization guidelines (football and safety rep)
  - Limiting the number of full contact days prior to a game (football and safety rep)

Anyone Can Save a Life

- The NYSPHSAA has been approached about a national program, Anyone Can Save a Life. The Safety Committee feels that this program could benefit our member schools and our student athletes. The program is strictly voluntary and requires a little amount of resources to implement. The committee encourages schools to examine the program and hopefully implement it in their athletic department. The program has proven to save lives around the country. The website is: www.anyonecansavealife.org. The contact person is: Karen Acompora
  - Louis J. Acompora Memorial Foundation
  - www.laj12.org
  - Heart Screen New York
  - Parent Heart Watch Board of Directors
  - www.parentheartwatch.org
  - PO Box 767
  - Northport, NY 11768
  - Telephone/Fax: 631-754-1091
  - k-acompora@lj12.org

Modified Committee. Jim Rose, Co-Coordinator

- Committee met on April 12th at the NYSPHSAA office. A synopsis of the meeting is in your packet.
- There is concern with the elimination of modified and JV programs across the State. The Committee for Modified Athletics is supporting designs that will help us to maintain, save and support participation while keeping costs down.

Modified Start Date

A motion to approve with section/league approval, the modified program Fall season starting date to be the 4th Monday of August carried. Harrica/Bergman

Discussion Item:

- Should there be more flexibility with student transfers after the normal try-out period? The committee discussed what happens when new modified transfer students enter a school during the third week of high school try-outs and wish to be promoted to the high school level of sports. Currently, after they are selection/classified, they are permitted to try out but may NOT return to the modified level of play because they have practiced/played with high school students beyond the two-week allowance. We would have to keep them at the high school level. Should we be more flexible? Some committee
members felt that these modified students should stay at the modified level of play when they transfer and not be permitted to S/C; let them get acclimated to their new school. Committee representatives were asked to take this item back to their Sections for discussion.

**Action Items for Next Modified Committee Meeting**

- Combines Modified/Varsity Track Meets – “Promotion Regulation shall be waived for Boys’ and Girls’ outdoor track and field permitting schools with section/league approval the option of running combined modified and varsity outdoor track and field meets, alternating events.”
- 3-Point Shot in Modified Basketball – “With section/league approval, the 3-point shot may be used in modified boys’ and girls’ basketball.”
- There is still a need for modified sport coordinators for girls gymnastics and boys and girls tennis. Please let Jim know if you are interested or know of someone who is interested.

**Meeting dates for 2013-2014**

- Fall Meeting – Friday, October 11, 2013 at 9:30AM at the NYSPHSAA Office
- Spring Meeting – Friday, April 4, 2014 at 9:30AM at the NYSPHSAA Office

**Sportsmanship Committee**. Todd Nelson, Assistant Director

**Sportsmanship Promotion Survey**

- The survey has been revised to a 10 question, 1 page survey.
- It has been placed on our website and sent to all Sportsmanship representatives.
- The due date to be back to the Section Reps is May 17th and then the Sections will select 3 or 4 plaque award winners. The Sections will then select 1 or 2 schools that they would like to be nominated for the Banner Award. Nominations are due to the NYSPHSAA office by June 1st. The Banner Award winners will be selected by June 7th and recognized at the Summer Meeting.

**NAIA 5 Star Leadership Program**

- We have been approached about a possible partnership with NAIA.
- The document is in your packet.
- We would like to explore the opportunity and offer this to our member schools.
- The NYSPHSAA Sportsmanship Committee has reviewed the documents and support moving forward.
- More Information will be presented at the Summer Meeting.

**Battle of the Fans**

- The Michigan High School Athletic Association sponsors an innovative program titled “Battle of the Fans.” Each school can submit a video to the High School Athletic Association for consideration for the State Championship via YouTube. The Sportsmanship committee will continue to discuss this idea and make a possible recommendation to begin a program here in New York State. Schools could use these videos to help students promote positive sportsmanship through cheers and chants during athletic contests. To view these videos, go to http://www.youtube.com/MHSAASPORTS.

**DISCUSSION/INFORMATION ITEMS**

**FOOTBALL CLASSIFICATION CUT OFF NUMBERS**. Todd Nelson, Assistant Director

- Todd presented the football cut off numbers from the football committee that would not take effect until 2014-2015.
  - Class AA – 930 & up – 19.73%
  - Class A – 570 - 929 – 19.95%
  - Class B – 365 - 569 – 20.40%
• Class C – 240 - 364 – 19.50%
• Class D – 0 – 239 – 20.40%

• The Football Committee would like this recommendation to go back to the Sections for discussion and possible action by the Central Committee at the Summer Meeting.

• Discussion: There was much discussion as to why we are not voting on these numbers now, since the football committee had these numbers and the section coordinators had the numbers prior to the packet being released.

• A motion to approve the football committee’s recommendation for the 2014-2015 classification cut-off numbers as presented at this time carried.

[Simmons/Greene]

(The votes by Section were: Section 1: 2-Yes; Section 2: 2-No; Section 3: 2-No; Section 4: 2-Yes; Section 5: 2-Yes; Section 6: 2-No; Section 7: 2-Yes; Section 8: 2-Abstain; Section 9: 2-Yes; Section 10: 2-No; Section 11: 2-Abstain – 10Yes/8No/4Abstain)

Renee James reviewed the Roberts Rule of Order and the NYSPHSAA Constitution and ruled the motion carried.

CLASSIFICATION BEDS FOR A TWO YEAR PERIOD & ELIMINATION OF THE UNGRADED. Todd Nelson, Assistant Director

• SED changed their process two years ago and we now get the BEDS numbers in late January. At the March Executive Committee meeting we asked you to take back to the Sections for discussion to approve classification numbers for a two year period and eliminate the counting of ungraded students.

• Feedback:
  o Section 9 – not in favor of either
  o Section 11 – not in favor of a two year period but in favor of eliminating the ungraded.
  o Section 3 – not in favor of a two year period but in favor of eliminating the ungraded.
  o Section 8 – not in favor of a two year period but in favor of eliminating the ungraded.
  o Section 7 – not in favor of a two year period but in favor of eliminating the ungraded.
  o Section 10 – not in favor of a two year period but in favor of eliminating the ungraded.
  o Section 2 – Have not had a chance to discuss in the Section yet.

MAXPREPS – PASSES FOR ATHLETIC DIRECTORS. Robert Zayas, Executive Director

• An athletic director inquired if there had been any thought of athletic directors receiving a season pass.

• It was suggested that a season long pass be given to an Athletic Director if their school uses MaxPreps.

• After much discussion, there was no support for this initiative.

TRANSGENDER GUIDELINES. Renee James, Counsel

• In the past year, at least four Sections have contacted NYSPHSAA with concerns regarding transgender athletes.

• She spoke with Allison Bionci of SED who indicated Darryl Daily will be on our committee to help develop guidelines even though SED doesn’t have guidelines yet because they are in the middle of formulating them.

• At this time, she recommended we do not adopt a policy because we need some guidance from SED.

• She stated much of our guidance has come from other state associations.

• She stated any appeals will go directly to SED.

• A draft of the NYSPHSAA Transgender Guidelines was included in the meeting packet.
SECTIONAL CONCERNS

SECTION & SECTION EXECUTIVE DIRECTORS CONCERNS & INPUT

Section 1 wanted to clarify that the budget vote issue had nothing to do with the reflection of the staff's performance. It was simply to be able to justify our vote to our membership. They did not feel comfortable to vote yes because they did not have all the information.

Section 2 had a concern with the use of the percentage system in the combining of teams. It is their belief that it gives an advantage to the schools combining over the other schools. They also have a concern with the Transfer Rule. They have had 175 transfer waivers this year. They are hoping to set up an appointment with Robert to discuss this issue and possibly present a proposal.

Section 3 had a concern with an e-mail from the golf committee billing each section for a golf shirt and bag tag at Cornell. Robert reported Ben Nelson in Section 4 will pay for half of the cost and the Association will pay for the other half so that no one would incur any costs related to the golf polo.

Section 4 – None
Section 5 – None
Section 6 – None
Section 7 – None
Section 8 – None
Section 9 – None

Section 10 suggested that the billing for dues go to the Business Manager or Office instead of the Athletic Director. Robert stated they go to the Superintendents.

Section 11 – None

COMBINING OF SCHOOLS

The following combining school teams have been approved by the respective leagues and sections for the 2013 school year, and are presented for your information. (Eligibility Standard #6)

<table>
<thead>
<tr>
<th>SECTION</th>
<th>SCHOOLS</th>
<th>SPORT</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Greenwich &amp; Argyle</td>
<td>B. Lacrosse (V, JV)</td>
</tr>
<tr>
<td></td>
<td>Notre Dame &amp; Rome Catholic</td>
<td>Baseball (V)</td>
</tr>
<tr>
<td></td>
<td>Rome City School &amp; Rome Catholic</td>
<td>Baseball (Mod.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B/G Golf (V)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Softball (Mod.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B. Tennis (V)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B/G Outdoor T&amp;F (V)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B. Lacrosse (Mod.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>G. Lacrosse (Mod.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Softball (JV, Mod.)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>G. Outdoor T&amp;F (V)</td>
</tr>
<tr>
<td></td>
<td></td>
<td>G. Golf (V)</td>
</tr>
<tr>
<td>5</td>
<td>Bishop Kearney &amp; North Star Academy</td>
<td>B/G Track &amp; Field</td>
</tr>
<tr>
<td></td>
<td>Marion &amp; Williamson</td>
<td>Baseball</td>
</tr>
<tr>
<td></td>
<td>Webster-Thomas &amp; Webster-Schroeder</td>
<td>B/G Swimming</td>
</tr>
<tr>
<td>SECTION</td>
<td>DATE</td>
<td>CONTEST</td>
</tr>
<tr>
<td>---------</td>
<td>------------</td>
<td>--------------------------------------------------------------------------</td>
</tr>
<tr>
<td>1</td>
<td>3/20/2013</td>
<td>DCBCA Sr. All-Star Game-B. Basketball</td>
</tr>
<tr>
<td></td>
<td>4/06/2013</td>
<td>2013 Girls Basketball Breast Cancer Awareness Senior Game</td>
</tr>
<tr>
<td>2</td>
<td>3/5/2013</td>
<td>CHVL Sr. All-Star Game-B. Basketball</td>
</tr>
<tr>
<td></td>
<td>3/6/2013</td>
<td>WAC Senior Game-G. Basketball</td>
</tr>
<tr>
<td></td>
<td>3/12/2013</td>
<td>Big Ten/Suburban Council Sr. All-Star Game-B/G Basketball</td>
</tr>
<tr>
<td></td>
<td>3/19/2013</td>
<td>Foothills Senior Game-B/G Basketball</td>
</tr>
<tr>
<td></td>
<td>6/6/2013</td>
<td>Patroon Conference vs. Colonial Conference Sr. All-Star Contest-Softball</td>
</tr>
<tr>
<td></td>
<td>6/7/2013</td>
<td>Patroon Conference vs. Colonial Conference Sr. All-Star Contest-Baseball</td>
</tr>
<tr>
<td>3</td>
<td>3/10/2013</td>
<td>Section 3 Sr. All-Star Game-B. Volleyball</td>
</tr>
<tr>
<td></td>
<td>3/13/2013</td>
<td>CCL Senior Game-B. Basketball</td>
</tr>
<tr>
<td>4</td>
<td>3/4/2013</td>
<td>IAC Sr. All-Star Game-B/G Basketball</td>
</tr>
<tr>
<td>5</td>
<td>3/7/2013</td>
<td>Wayne County Girls Senior Basketball</td>
</tr>
<tr>
<td></td>
<td>3/9/2013</td>
<td>Monroe County Sr. All-Star Contests- B/G Basketball, Cheerleading</td>
</tr>
<tr>
<td></td>
<td>3/22/2013</td>
<td>Livingston County League Sr. All-Star Games-B/G Basketball</td>
</tr>
<tr>
<td></td>
<td>3/23/2013</td>
<td>Greater Rochester H. S. All-Star Basketball Games-B/G</td>
</tr>
<tr>
<td>6</td>
<td>3/23/2013</td>
<td>Silver Hoops Sr. All-Star Contest-B. Basketball</td>
</tr>
<tr>
<td>10</td>
<td>3/14/2013</td>
<td>Section 10 Sr. All-Star Game-B. Ice Hockey</td>
</tr>
<tr>
<td></td>
<td>3/19/2013</td>
<td>Section 10 Sr. All-Star Game-B/G Basketball</td>
</tr>
</tbody>
</table>
FRIENDS and NEIGHBORS
A motion to approve the applications for Friends and Neighbors status from the following schools carried.

O’Brien/Carbone

Section 1
NY School for the Deaf, Fanwood
555 Knollwood Road
White Plains, NY 10603
Grades 7-12

Section 1
Westchester Hebrew High School
856 Orienta Avenue
Mamaroneck, NY 10543
Grades 9-12

Section 3
St. Mary’s School
61 N. Main Street
Cortland, NY 13045
Grade 7

Section 9
Upton Lake Christian School
P. O. Box 63, 37 Shepherds Way
Clinton Corners, NY 12514
Grades 7-12

FOR THE GOOD OF THE ORDER
Participation Survey
• On May 2nd, Robert sent the Section Executive Directors an email with the Participation Survey attached and asked them to please forward it to all the member schools in their Section.
• June 6th is the deadline.

Sport Coordinators Meeting
• A concern was raised that if we are going to have the sport coordinators attend a separate meeting during the summer, we should just go back to having the meeting at the summer meeting. Eileen stated she and Robert will look at what it would cost if we bring them in.

Hall of Fame
• A question was asked when will the slate of inductees into the Hall of Fame be announced. Robert replied they are being finalized right now. The inductees will be announced by the end of May.

Handbook Committee
• Pat Pizzarelli is now a member of the Handbook Committee. Congratulations!

A motion to approve the adjournment of the May 2013 Executive Committee meeting on Friday, May 3, 2013 at 2:41 pm carried.

Harrica/Hemstead

Respectfully Submitted,

Robert Zayas
Executive Director
REQUEST FOR PROPOSAL

The New York State Public High School Athletic Association (NYSPHSAA) invites you to submit a proposal outlining your plan to be the Exclusive State Championship Souvenir Vendor and State Championship Program Vendor of the NYSPHSAA as defined in the following document.

I. GENERAL INSTRUCTIONS
Submit four (4) copies of your proposal in a sealed envelope, bearing the complete name and return address of the organization submitting the RFP by June 15, 2013.

RECEIPT, WITHDRAWAL AND OPENING OF PROPOSALS
The established due date is the date announced for receipt of proposals or receipt of modifications to proposals, if any. Proposals may be modified or withdrawn prior to the established due date by written notice to the NYSPHSAA.

Our policy requires sealed bids or proposals. Therefore, the NYSPHSAA cannot accept offers which are transmitted using facsimile or email. This may not apply to amendments and addenda which do not refer to pricing or to the transmittal of supplemental product literature, drawings and the like.

Proposals will be opened in the presence of a committee of NYSPHSAA employees and/or officers. Proposals will be time stamped upon receipt and held in a secure place until the established due date. Proposals are shown only to NYSPHSAA personnel having a legitimate interest in this particular procurement action until selection of a successful offer is determined.

PROPOSAL PREPARATIONS
All costs incurred by the submitting organization, including preparation, transmittal, presentations, and interviews or for any materials involved shall be borne by that organization. The contents of any proposal shall not be available to competing organizations or any other person. All proposals will be considered valid for a period of 90 days following the deadline.

AWARD PROVISIONS
The award shall be made to the responsible organization whose proposal is most advantageous to the NYSPHSAA, taking into consideration the specified evaluation criteria. The NYSPHSAA shall provide a written determination of the winning bidder.
If a lump sum prior to September of each contracted year is not preferred, then the required payment schedule to NYSPHSAA each year will be as follows:

<table>
<thead>
<tr>
<th>Percentage</th>
<th>Due Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>25%</td>
<td>September 1st</td>
</tr>
<tr>
<td>25%</td>
<td>January 1st</td>
</tr>
<tr>
<td>50%</td>
<td>July 1st</td>
</tr>
</tbody>
</table>

Once awarded, any contract issued as a result of this solicitation will be the final expression of the agreement between the parties and may not be altered, changed or amended except in writing. The contract between the NYSPHSAA and the successful organization shall be deemed to contain the terms and conditions of this request for proposal, unless expressly stated otherwise in writing.

Given the market potential of the NYSPHSAA and its events, we believe there is added value in granting an exclusive state championship souvenir contract (for both garments and programs) to market throughout the year and during state events. Any contract awarded as a result of this RFP will be in effect for an agreed period of no less than three (3) years following award. Regardless of the termination date, any incomplete services will be carried to completion by the original contractor, but without unduly prolonging the process.

**DUE DATE, TIME, AND PLACE**

Proposals must be mailed or delivered on or before the due date and time specified. Late proposals will not be accepted. Office hours for receipt of proposals are Monday through Friday, from 8 am to 4:00 pm. local time, excluding holidays. A confirmation email will be sent to the bidder’s lead contact.

**Mailing and Delivery Address:**
New York State Public High School Athletic Association 8 Airport Park Boulevard Latham, NY 12110

**Deadline for Submission:**
- Date: June 15, 2013
- Time: 4 pm

**CONTRACT PERSONNEL**

All questions regarding this RFP (technical and otherwise) should be directed to Joe Altieri at 518.690.0771 or via email: altieri@nysphsaa.org.

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**II. NYSPHSAA BACKGROUND INFORMATION**

The New York State Public High School Athletic Association (NYSPHSAA) is the state’s governing body for high school and middle school athletics and activities throughout the state. With over 1,500 member schools (782 high schools), the NYSPHSAA oversees 35 interscholastic sports and is the nation’s third largest state association. The NYSPHSAA also produces and hosts 32 state championship events at high schools, event arenas, public parks, and local universities on a yearly basis. These sites are chosen by using a bid process. In 2011-12, more than 2.5 million spectators attended state quarter, semifinal, and championship games while over 50,000 athletes participated in those events. Overall, NYSPHSAA is responsible for nearly 600,000 student-athletes participating in interscholastic athletics in New York State.

As a member of the National Federation of State High School Associations (NFHS) based in Indianapolis, Indiana, the NYSPHSAA has national contact and exposure. The NFHS and the NYSPHSAA have joined together to produce all rules for activity and athletic events the students of New York currently use.
The NYSPHSAA has a state committee for all of its sports resulting in more than 350 members working on our behalf during the course of the year. Nearly 1,000 more volunteers assist in the operation of our state tournaments.

The vendor of choice will be entitled to full souvenir concession rights at State Tournaments, which encompasses the semifinals and finals. Full souvenir concession rights includes clothing garments, promotional items and tournament programs at all NYSPHSAA State Championship Events. The official vendor is cautioned that all advertising/merchandise connected with the NYSPHSAA must be suitable for children. If any of this is deemed inappropriate, the advertisement/merchandise will not be allowed. Violations will be grounds for cancellation of the contract.

The vendor will be afforded the opportunity to promote themselves as the “Exclusive/Official Souvenir Vendor of the NYSPHSAA’s State Championship Events” or similar and will have the exclusive right to sell merchandise at/for these events. Furthermore they will be permitted to display one banner in the competition area of State Tournaments (semifinals, finals only) as an official vendor of NYSPHSAA. Signage at their venue/booth will be permitted as well.

III. SALES AND HISTORICAL FIGURES
So that you can submit an educated, thought out proposal in both parties best interests, we have provided you with sales figures of souvenir garments for each sport in addition to state tournament attendance (semifinals & finals only), athlete participation, and production and sales figures of state tournament programs. These figures are primarily from the 2011-12 year (winter 2013 information included) and are a snapshot in time. The figures are consistent in relation to past years however it should be pointed out that they are not guaranteed or permanent. See below.

IV. RESPONSE FORMAT - General
Your response to this proposal must demonstrate that your organization can and will meet all requirements of NYSPHSAA State Championship Events. Accordingly, please submit detailed and specific information as requested in the below sections. You are requested to submit four (4) copies of your response/proposal on or before the due date and time. Please be sure that the signature page is signed and that all submittals are included.

In your proposal, please include the following explanation to the questions below. If the section indicates REQUIRED, we simply require a response to that section.

About your organization (REQUIRED)
In one page or less, describe your organization. Who are the key personnel who will be involved in the performance of this contract and what is their level of authority? Where are your offices located? Is there local representation? Provide us proof your organization has financial stability. Let us know your requirements for space at our events. For example, electric, five 6’ tables and 100 square feet of space.
About your products (REQUIRED)
In one page or less, discuss your product. What types of souvenirs will you sell at state championship events? What are the prices of these products? Discuss the quality, life, and brand of these products. Given the number of spectators/participants at each event, how long does a typical order take and how will you accomplish taking a number of orders at the same time? Should a particular item sell out, will your company be able to take care of these orders at a later date? What are your online capabilities? Please understand designs for all garments for all events are to be approved by the NYSPHSAA office.

About tournament programs (REQUIRED)
In one page or less, discuss your plan to produce 29 state tournament programs. Please keep in mind numerous events fall on the same weekend. Discuss your pricing and selling plan as well. Would you consider working with ad sales individuals and committees currently hired by NYSPHSAA? If so, what % of sales would you afford them? Additionally, NYSPHSAA currently utilizes several pages in its programs to recognize sponsors, Association staff and officers, and its student-athlete programs (20-25 pgs). Would you be able to satisfy that? Program specs we are looking to achieve in this contract: 8.5”x11” size, 80lb cover, full-color cover, 70lb gloss text for inside, coil bound required on large books, saddle stitch on smaller books. Sample programs available upon request. Sample cover below.

Selling at Multiple Events (REQUIRED)
The NYSPHSAA hosts 32 state championships events over three sports seasons. These events can take place at or around the same time in various locations across New York. Will your company be able to cover ALL of these events? How will this be accomplished? Discuss the measures your company will take to make sure all state championships are treated equally. How will your company make arrangements to set up at various venues?

Annual Payments to NYSPHSAA (REQUIRED)
In one page or less, based upon your assessment of the value of this proposed contract, discuss the annual revenues that will be paid to the NYSPHSAA. Some form of a sales report will be required to be submitted to NYSPHSAA following each event. What type of sales summaries will be provided to the NYSPHSAA after each event and what timeframe will you submit the reports?

Added Value (REQUIRED)
In one page or less, please indicate if you plan on other value-added services including worker/volunteer items. We currently receive approximately 1,000 complimentary items annually from vendors for our working volunteers at events.

Additional Information
In one page or less, please provide us with any additional information that you feel is pertinent to share in this proposal.

V. EVALUATION PROCESS & CRITERIA
Interested organizations will submit their packages as required by this document. The NYSPHSAA will establish a committee to review all responses. Each committee member will evaluate the proposals separately, then meet to discuss each proposal. Evaluation criteria will be based on, but not limited to, service level, stability, experience, management, economic contributions, product prices, and professionalism. Final award of the contract will be announced between July 1-21, 2013. Upon the announcement, the vendor will be afforded the opportunity to produce an item for purchase for guests at the annual Central Committee meeting in August.
RFP FOR NYSPPHSAA CHAMPIONSHIP SOUVENIRS AND PROGRAMS

Starting September 2013

THE UNDERSIGNED AGREES TO FURNISH SERVICES AS REQUIRED BY THE TERMS AND CONDITIONS OF THIS PROPOSAL DURING THE TIME PERIOD SPECIFIED.

PLEASE RETURN THIS PAGE COMPLETED IN FULL WITH YOUR PROPOSAL.

NAME OF ORGANIZATION

________________________________________

STREET ADDRESS

________________________________________

CITY/STATE/ZIP

________________________________________

TELEPHONE NUMBER

( )

E-MAIL ADDRESS

________________________________________

AUTHORIZED SIGNATURE

________________________________________

(Type or print name above)

Title

Annual Payments to NYSPPHSAA

$__________________________

Annual In-Kind Contributions

________________________________________
2013-2014 NYSPHSAA Championship
Dates/Sites

FALL 2013
G. Tennis
B/G X-Country
Federation X-Country
B. Volleyball
G. Soccer
Field Hockey
G. Volleyball
B. Soccer
G. Swimming/Diving
Football East Semi-Finals
Football West Semi-Finals
Football
Nov. 2-4 Tri-City Tennis Center, Latham (2)
Nov. 9 Queensbury (2)
Nov. 16 Bowdoin Park, Wappingers Falls (1)
Nov. 16-17 Civic Center, Glens Falls (2)
Nov. 16-17 SUNY Cortland/Homer/Tompkins CCC/Cortland HS (3)
Nov. 16-17 Cicero-North Syracuse HS, Cicero (3)
Nov. 16-17 Civic Center, Glens Falls (2)
Nov. 16-17 Middletown HS (9)
Nov. 22-23 Ithaca College (4)
Nov. 22-23 Dietz Stadium, Kingston (9)
Nov. 22-23 Sahlen’s Stadium, Rochester (5)
Nov. 29 - Dec. 1 Carrier Dome, Syracuse (3)

WINTER 2013-2014
Cheerleading East
B/G Skiing
Wrestling
B. Swimming/Diving
Cheerleading West
G. Gymnastics
B/G Bowling
B/G Indoor Track
Rifle (Regional)
B. Volleyball (Reg.)
Ice Hockey
G. Basketball
B. Basketball
B/G Federation Basketball
January TBA
Feb. 24-25 Bristol Mountain, Canandaigua (5)
Feb. 28 - March 1 Times Union Center, Albany (2)
Feb. 28 - March 1 Ithaca College (4)
March TBA
March 1 TBA
March 1-2 Babylon Lanes (11)
March 1 Cornell Univ., Ithaca (4)
March 1 TBA
March 8 Section 3
March 8-9 Utica Memorial Auditorium (3)
March 14-16 Hudson Valley CC, Troy (2)
March 14-16 Civic Center, Glens Falls (2)
TBA TBA

SPRING 2014
B. Tennis
B. Golf
B. Lacrosse East Semi-Finals
B. Lacrosse West Semi-Finals
B/G T&F
G. Lacrosse
G. Golf
B. Lacrosse
Baseball
Softball
Federation Golf
May 29 - 31 USTA Complex, Flushing (NYC)
May 31, June 1-2 TBA
June 4 Stony Brook (11)
June 4 Cicero-North Syracuse HS, Cicero (3)
June 6-7 Cicero-North Syracuse HS, Cicero (3)
June 6-7 SUNY Cortland (3)
June 6-8 SUNY Delhi (4)
June 7 Hofstra University (8)
June 7 Binghamton (4)
June 7 Moreau Park, South Glens Falls (2)
June 8 Bethpage State Park, Farmingdale (8)
# Summary of Program Sales

<table>
<thead>
<tr>
<th>Sports (listed by season)</th>
<th>Quantity</th>
<th>Pages</th>
<th>Sold</th>
</tr>
</thead>
<tbody>
<tr>
<td>G-Tennis</td>
<td>130</td>
<td>48 + cover</td>
<td>117</td>
</tr>
<tr>
<td>Cross Country</td>
<td>900</td>
<td>130 + cover</td>
<td>603</td>
</tr>
<tr>
<td>Field Hockey</td>
<td>300</td>
<td>52 + cover</td>
<td>216</td>
</tr>
<tr>
<td>G-Soccer</td>
<td>500</td>
<td>60 + cover</td>
<td>383</td>
</tr>
<tr>
<td>B-Soccer</td>
<td>500</td>
<td>62 + cover</td>
<td>420</td>
</tr>
<tr>
<td>G-Swimming</td>
<td>450</td>
<td>52 + cover</td>
<td>370</td>
</tr>
<tr>
<td>Boys Volleyball</td>
<td></td>
<td>combined with girls (2012) since both now conducted at same venue</td>
<td></td>
</tr>
<tr>
<td>G Volleyball (and boys)</td>
<td>575</td>
<td>82 + cover</td>
<td>405</td>
</tr>
<tr>
<td>Football-E</td>
<td>500</td>
<td>94 + cover</td>
<td>358</td>
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<td>Football-W</td>
<td>500</td>
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<td>418</td>
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<tr>
<td>Football-Finals</td>
<td>1,100</td>
<td>90 + cover</td>
<td>603</td>
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* NYSPHSAA did not have souvenir sales rights at the Carrier Dome. Starting in November 2013, NYSPHSAA will have full souvenir rights for garments and programs.
## 2013 Winter Sports Souvenir Sales

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<th>B/G G-Ball</th>
<th>B/G Track</th>
<th>B/G Gym</th>
<th>B/G Skiing</th>
<th>Ice Hockey</th>
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### Units Sold

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<th>Wicking/Perf.</th>
<th>1/4 Zip Top</th>
<th>Sweatpants</th>
<th>Shorts</th>
<th>Baseball Hats</th>
<th>Back/Cinch Sales</th>
<th>Flannel Pants</th>
<th>Flannel Shorts</th>
<th>Knit Hats/Beanies</th>
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*Cheer figures are combined due to separate East (January) and West (March) Regional events currently being conducted. Within the next three years, it is the intent of NYSPHSAA to combine the Regionals to create one state championship.
# 2013 Spring Sports Souvenir Sales

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<th>B. Tennis</th>
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Sample Program Covers (from Winter 2013)