Coaches,

Here are October’s Announcements. Please make sure you read everything and follow the appropriate steps.

1. Thanks to all of the coaches that came out last night to the Homecoming Dance. Your efforts made a positive impression and sent a great message to our student-athletes and High School Community.

2. This summer we held our Coaches Workshop. As always I was impressed with the dedication of the coaches in attendance. At dinner we talked about continuing to push our athletic department in the direction of becoming a World Class Athletic Department.

To begin the discussion on where we should place our focus over the next few years, I used this saying: Real experts try to find real hard problems that challenge and eventually extend their expertise; pseudo-experts are people who rest on their laurels and let their expertise become stale and routine.

I asked the coaches to come up with three areas of focus that our athletic department needs to concentrate on in order to thrive. As the discussions developed the focus areas of improving school spirit, developing leaders, and supporting/promoting our programs dominated our conversation.

We also talked about maintaining our momentum. In an effort to do that, I would like to assemble a group of coaches that will study, develop, and work with our department to implement strategies that will improve school spirit, develop leaders, and support and promote our programs. To serve on the committee you do not have to be a head coach.

Please be thinking about strategies and considering the opportunity to serve on this committee.

**If you are interested in serving on this committee, please email me by October 4th. I will then begin working on assembling a group to lead our department. A couple of coaches have contacted me already, but we need a few more.**

3. The new trophy case has been installed in the main concourse of the high school right next to the athletic office. Many programs have decorated their space. If you have not decorated your space, you are about ready to lose it to programs that want more space. We want every program to promote their student-athletes.

Everyone’s shelf should be decorated by October 15th. Please stop in to see us in the athletic office for your assigned shelf. As the school year goes, please update your shelf often.

4. Winter Head Coaches, it is time to begin thinking about setting up your one-on-one preseason meeting with me. Here is a link to the form you must fill out and bring to our meeting:

[Preseason Head Coaches Form](https://docs.google.com/a/salineschools.org/file/d/0B73HF2l3tUJHZE1kSVYyQkt3Y3c/edit)

Also, at your meeting we need to make sure that all of the coaches from your program that will get paid have been entered into our Human Resources Spreadsheet. Please set up a meeting.

5. The Winter Coaches meeting is Novemebr 3rd at 6 p.m. in the Media Center. If you are a Saline Winter Coach and did not attend a Saline Fall Coaches meeting, then you must attend this meeting. Head Coaches, please make sure your staff makes plans to attend this meeting. **Also, all Winter Coaches must watch the Five Required Videos on the Saline Coaches Professional Development Website:**

<http://663262310158334559.weebly.com/index.html>

6. The SEC Winter coaches meeting will be October 30th at Chelsea at 6 p.m. All winter head coaches of SEC sports are expected to attend. We have asked Chelsea to have a guest speaker at the beginning of the meeting, and then we will break off in our sport specific meetings for SEC winter head coaches.

7. This winter the Boys and Girls Varsity Basketball Teams will play at EMU’s Convocation Center against Dexter. Please mark your calendar for 1/14/14 for this exciting event. Please make plans to come out and support our Hornets!

8. Fall Coaches, as your season winds down, start making plans for your post-season

evaluations. I would like to schedule a time for us to meet. Please bring the head coaches’ evaluation form with the self-evaluation portion completed. You also

need to bring the coaches’ evaluations of your staff (that you and your coaches have completed).

[Head Coaches Form](https://docs.google.com/a/salineschools.org/file/d/0B73HF2l3tUJHRHhqc0VHc0N4ME0/edit)

[Other Coaches Form](https://docs.google.com/a/salineschools.org/file/d/0B73HF2l3tUJHdnBadmtIdGE4aFU/edit)

In addition to these evaluations being completed, please make sure your Post-Season Responsibilities (page 412 of the Coaches Handbook) have been completed and are ready to turn in. Please contact me to schedule a meeting once you have completed your season. **Remember, your final pay releases for your program cannot be signed until you have completed this process.**

9. The State of Michigan has developed new legislation to deal with concussions. This new law has three components.

First, our parents must be provided information about concussions and must sign a waiver. We have incorporated this information and waiver into our on-line registration. So, as a coach you do not have to do anything for this step.

Next, there are strict return-to-participate guidelines after a concussion. Saline’s guidelines have always been strict, and our training staff follows these guidelines.

Lastly, the sports concussion legislation requires all coaches, employees, volunteers, and other adults involved with a youth athletic activity to complete a concussion awareness online training program. **The program that the MHSAA has does not meet this requirement.**

In order to meet the requirements of the law all coaches, employees, volunteers, and other adults who are involved with a youth athletic activity must complete the concussion awareness online training courses listed below:

<http://nfhslearn.com/electiveDetail.aspx?courseID=38000>

You will have to register and then watch the video. The video is approximately 30 minutes.

Once you have completed the video you will need to print the certificate of completion. Please **be sure to print or save** the certificate that is offered at the end of the training session. Lastly, you will need to turn in a copy of the certificate to Nancy in our office.

**Winter Coaches - Now is the time to get this requirement completed! This certificate must be turned in before you start your first practice!**

**10. Winter Coaches, now is the time to get your paperwork in for your coaches’ pay. Head Coaches, work with all of your staff members to make sure they have completed their paperwork. I**f you are a coach that is not a teacher in Saline Area Schools, you will now get paid by PESG. This is the company that is replacing GMS. Below is the letter that explains the transition process. Please make sure you follow all of the required steps so that you are able to coach for Saline and receive pay:

[Welcome to PESG](https://docs.google.com/a/salineschools.org/viewer?a=v&pid=gmail&attid=0.4&thid=13ff35b7617512d6&mt=application/vnd.openxmlformats-officedocument.wordprocessingml.document&url=https://mail.google.com/mail/u/0/?ui%3D2%26ik%3D490455d19a%26view%3Datt%26th%3D13ff35b7617512d6%26attid%3D0.4%26disp%3Dsafe%26realattid%3Df_hjadmjni3%26zw&sig=AHIEtbRPlScMJBeFYxKz6ehhLuU3Od7YNw)

If you have any questions, please contact Beth Wolma in our department at wolmabe@salineschools.org.

11. Winter Coaches, now is the time to be visiting our Saline Coaches Professional Development Website. This site is a great resource for coaches. All required videos are housed on this site.

Here are some of the highlights:

* The 5 videos that ALL Saline Coaches are required to view before their season starts are housed here.
* Videos to help all coaches utilize technology.
* A video to help coaches promote their program.
* Important dates for coaches.
* All of the monthly announcements so you can go back and read them again and again!
* The Saline Coaches Handbook that should be reviewed each year.
* All of the Saline Coaches’ Forms.

Here is a link to the new website:

<http://663262310158334559.weebly.com/index.html>

12. There is a new website that is tied to [salinehornets.com](http://salinehornets.com/) that coaches must use to report their scores to the press and to our office. This is for all high school coaches at all levels. Once the coach fills out the important information (scores, stats, highlights) on the website, the information is automatically sent to [salinehornets.com](http://salinehornets.com/), [annarbor.com](http://annarbor.com/), the Saline Post, the Patch, the MHSAA, the Saline Reporter, and to our office. Please check out this video on the website and see how easy it is to use!

<http://www.screencast.com/t/YoJfdGpz>

Set up your account here:

<http://pressboxapp.net/login.php>

13. Using technology to get better everyday should be a practice our department embraces. We have started to compile a list of Apps or websites that might be worth checking out (in no particular order).

1. [www.hudl.com](http://www.hudl.com) - Video Storage

2. Coaches Eye - Video App

3. Ubersense - Video app that superimposes an athlete’s movement onto another.

4. Remind 101 - text blast app

5. Dart fish - video analysis

6. Easy coach - athlete profiles

7. Signupgenius.com - List Maker

If you have an app or technology that you use, please share it with me so we can add it to the list.

14. October 9th and 23rd are our next grade checks. Please stress to your student-athletes to focus on their studies and keep these dates in mind.

Here is all the information you need to know about this year’s grade checks.

<https://docs.google.com/a/salineschools.org/file/d/0B73HF2l3tUJHSXBtd0pEMGwwMkk/edit>

Please remind your coaches about the Saline Scholar Athlete Patch. Starting with the 2013-14 school year all Saline Varsity Student Athletes who have a cumulative GPA of 3.5 or higher and receive a varsity letter at the end of the season will receive a Saline Scholar Athlete Patch. This is a one-time award, regardless of future status. Once a student athlete earns the patch, he or she will remain a Saline Scholar Athlete. Only Saline Varsity Athletes who participate in a sport sponsored by the Saline Athletic Department will be eligible.

15. At our coaches workshop this summer we started to assign programs their “Be For Each Other Assistant.” Here is a list of each program’s “Be For Each Other’s Assistant.” Please get in touch with each other soon. I have witnessed some great work this fall! Keep it up coaches!

<https://docs.google.com/a/salineschools.org/file/d/0B73HF2l3tUJHWVRlbVhnajdpajA/edit>

Remember, each head coach will randomly be assigned a program to adopt. Each head coach will work with the head coach of the program they are assigned. The head coach will visit their adopted team the day before a big competition and give a pre-game talk. Then on the day of the competition, the head coach will assist in coaching their adopted team. I also would expect that the athletes in the program of the head coach would attend the game that the head coach assists in coaching.

16. During the 2013-14 school year, the school calendar has professional development hours added to the end of certain Wednesdays. During these “Super Wednesdays” our coaches that teach will have to attend the professional development, unless they have a game schedule. Our coaches that teach will have to adjust their practices to make sure they meet their professional obligations. As a teacher if you miss the professional development time, you will need to make up that time and report it to your supervisor and your professional development team.

Here are the dates for the Super Wednesdays: 10/16, 11/13, 12/11, 1/15, 2/19, 3/19, 4/16, 5/14, and 6/4.

If you have any questions, please let me know.

17. This school year designed a Swarm T-shirt for students. The 2013-14 Swarm Shirt was given to all Saline High School students during the first week of school. On the back of the shirt is a list of Saline Athletic Events. If a Saline High School Student wears the shirt to any of the events listed on the shirt they will get in free! I am hoping that every program will encourage their athletes to attend the Swarm Games.

Here is the list of the Swarm Games:

[Draft List of SWARM GAMES.](https://docs.google.com/a/salineschools.org/file/d/0B73HF2l3tUJHbVZsZWNHUnlYVFU/edit)

18. Here is a reminder about the topics discussed at our last Hornet Strength and Conditioning meeting. Some of the topics we discussed:

1. Please keep the room clean and take care of our equipment. If you are using the room, please make sure you lock the doors when you are finished and that you put away all of the equipment. We are beginning our 10th year in the high school, and we need to upgrade, replace, and repair some of the equipment. To help with this project, we are asking each program to transfer $100 from their activity account to a weight room repair account. I am going to ask Nancy to complete the request for funds paperwork for you. Since everyone benefits from our strength and conditioning program, this should not be an issue; however, if you have a question or concern, please let me know.

2. We have come up with a plan for tracking progress of our athletes, addressing the concern of lifting on game day, and meeting the needs of athletes in-season or out-of-season. Please contact our strength coaches if you have specific questions.

3. We are looking to improve communication with our strength coaches and what they are doing with our athletes. Our coaches will be creating a Google spreadsheet so you can track your athletes’ growth.

Our Hornet Strength and Conditioning coaches are Eric Williams, Ron Shiels, and Joe Welton. We believe with the combination of actual coaches working in the weight room, we will see improved communication, more sharing of athletes, more of a focus on athletic movement, and a direct connection with what we do during the school day and what is done after school. Our plan is for Eric to work with our athletes during the fall, Ron and Joe to work with athletes during the winter, and Ron to handle the spring. Then all three will train athletes during the summer. If you have questions, please feel free to contact the coaches.

Eric Williams – eewilliams32@yahoo.com

Ron Shiels – shielsr@salineschools.org

Joe Welton – weltonj@salineschools.org

19. We are in the process of making sure all of our coaches possess the two-year CPR/First Aid Certification. The expectation has been that if a coach is a paid coach that they have a CPR/First Aid Certification.

There will be a FREE opportunity offered for coaches. Karan Hervey, Saline’s School Nurse, will be teaching a class in the high school library, and it will take about 4 1/2 hours.

January 11, 2014 at 2 p.m.

We will be scheduling more CPR classes for next summer and school year.

**Before you attend this sessions, you must email Karan Hervey at hervekar@salineschools.org. We want to make sure Karan has the correct amount of teaching material.**

Once you receive your certification you must present it to Nancy or me in the athletic office. We will track the coaches’ certifications. If you are already certified just show our office your certification.

If this time does not work for you, you may e-mail Karan Hervey. She does teach some different classes throughout the year for different school groups, and she may be able to squeeze you in. Of course there is always the Red Cross that does training, but that will cost you a little money.

I believe that over the next five years you are going to witness a huge push in legislation for coaches to have better training in safety. We have always prided ourselves on doing what is best for our student-athletes, and this is another way we are setting the standard on what it means to coach.

20. If your program is going to use the concession stands as a fundraiser, you must work with our food service department. Here is the form you must fill out reserving the dates for concessions:

[Concessions Stand Reservations](https://docs.google.com/a/salineschools.org/file/d/0B73HF2l3tUJHY1V1aTNhb0JoLTQ/edit)

21. We have a new trophy for the SEC. I believe this program is something our kids can really focus on. I want our coaches promoting this. Over the last few years the SEC athletic directors have been working on ways to strengthen our conference and to promote all of our programs. I would like to see us increase the importance on winning a league title. We also wanted to build some excitement about our conference and the accomplishments that our student athletes achieve. One way we hope to build a little excitement is with the competition for the SEC Board of Director's Trophy. Starting this fall we will be competing for the SEC Board of Director's Trophy.

**Here are the guidelines for the Board of Director’s Trophy:**

*The SEC Red Board of Director’s Trophy and the SEC White Board of Director’s Trophy will be awarded annually.*

*During each sports season, every school will have the opportunity to collect points toward winning their division’s Board of Director’s Trophy.*

*Points will be collected in two ways:*

*1. The schools can collect points based on their finish in each SEC sponsored sport.*

*1st Place – 3 pts*

*2nd Place – 2 pts*

*3rd place – 1 pt*

*If there is a tie for a place, both schools will be awarded the points, and the next lower place will be skipped.*

*2. The schools will collect points based on their ranking of percentage of varsity letter winner athletes from that season that have a cumulative 3.25 GPA.*

*1st Place (highest percentage of varsity athletes) –*

*2nd Place*

*3rd Place*

*4th Place*

*5th Place*

*6th Place*

*The total points from each sports season for each school will be tallied at the end of the school year. Every school will throw out their five lowest scores from the sports finishes. The school from each division that has the highest point total will be the winner of the Board of Director’s Trophy. The traveling trophy will be presented at the first SEC home football game for the winning school. The trophy will be presented to the winning school by the visiting SEC school’s athletic director and principal. The trophy will travel each fall to the previous year’s winning school. The winning school will also receive a smaller version of the trophy to keep at their school.*

*Time Line and Tracking Standings*

*Each division will have an athletic director that is responsible for collecting the results from league titles and each school’s percentage of varsity letter winners with a G.P.A. above 3.25.*

*Fall standings will be completed by November 10th.*

*Winter standings will be completed by March 15th.*

*Spring sports standings will be completed by June 10th and G.P.A. standings will be completed by August 15th.*

*The President Trophy Winner will be announced August 15th.*

22. Last year we have had several issues with communication with transportation. Moving forward the communication with transportation should be handled by a coach. No parents should be communicating with transportation about plans. All arrangements must be handled by coaches.

The transportation coordinator that works with athletics is Anita Feldkamp; her direct phone number in the office is 734-429-8067. Fall coaches can begin booking their transportation.

Anita’s email:

 feldkama@salineschools.org

You should also keep Patti Henes’ contact information on you. Patti’s email is henesp@salineschools.org. Patti’s Cell – (734) 216-5596. Patti’s Office – 429-8067.

23. Educator Nights have taken off. Head Coaches, how are you doing yours? The other night soccer held their event and it was another success. I have written out this concept and added this form on the website under Coaches’ Forms. It would be great if every program recognized the educators that are making a difference in their student athletes' lives.

24. Are you looking for a quick and easy way to get an announcement out? Do you want to communicate with your parents or program followers without sending out endless emails? We have added a new feature to [www.salinehornets.com](http://www.salinehornets.com/) that will improve our communications. Please watch this video:

<http://www.screencast.com/t/jdKtTkSS5Vm>

Parents can go to your program’s home page and click on the banner to sign up for alerts through text or email. To get to your program’s homepage you can visit [www.salinehornets.com](http://www.salinehornets.com/) and then click on the program.

This is a quick and easy way to get information out to your parents, athletes and followers. As you meet with your athletes and your parents, please alert them to this new option for receiving information. As always, if you have questions about the website and how to utilize it as a communication tool, please let me know. Also, if you are having issues remembering your password or your username, please do not hesitate to let us know.

25. How are you showing the chemical health video? I know time is tight and technology can be difficult, but is there a more important message? Make sure your athletes are watching this video and then spend time discussing the content. Please visit [www.salinehornets.com](http://www.salinehornets.com/) and look for the video under Hornet HQ. All coaches should be showing this video to their athletes and parents. If you have any questions about this, please let me know.

26. Winter coaches and spring coaches, now is the time to begin thinking about your team’s spirit wear or team gear. [Salinespirit.com](http://salinespirit.com/) has really taken off. Please make sure that you have touched base with Steve Jedele about your program’s needs and any type of spirit gear you would like to be available on the website. Also, let your players and their families know about the website and the gear that is available.

Here is Steve's email address:

steve@stevescustomsigns.com.

27. Each month I am going to give you some information from the MHSAA as a reminder about their rules and regulations. If you have any questions, please let me know.

**AWARD STATUS & AWARDS**

Students who have represented an MHSAA school in competition in any MHSAA sport cannot receive money or other valuable consideration for participating in MHSAA-sponsored sports or officiating in interscholastic athletic contests, except as allowed by the MHSAA HANDBOOK. Students may accept, for participating in MHSAA sponsored sports, a symbolic or merchandise award which does not have a value over $25. Banquets, luncheons, dinners, trips and admissions to events, are permitted if accepted “in kind.” Awards in the form of cash, merchandise, certificates, or any other type of negotiable document are never allowed.

**Here are some important dates – Get these on your calendars!**

2013

October 1st - Winter Coaches Entered into HR Spreadsheet for Pay

October 4th - Deadline to apply for the Athletic Department Improvement Committee

Preseason Downtime 14 days before winter sports start

October 30th - SEC Winter Head Coaches - @ Chelsea @ 6.

November 3rd - Winter Coaches Meeting @ 3 p.m.

2014

January 11, 2014 at 2 p.m. - CPR/First Aid Training

January 14th - Boys and Girls Basketball at EMU

February 1st - Spring Coaches Entered into HR Spreadsheet for Pay

February 13th - SEC Spring Head Coaches - @ Saline @ 6.

March 1st - First Day of Spring Practices - Preseason Downtime

March 9th - Spring Coaches Meeting @ 3 p.m.

May 10th - Prom

May 28th - SEC Fall Coaches Meeting @ Dexter @ 6

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une 4th - Fall Coaches Meeting option #1 @ 6 p.m. in the HS Library

June 29th-July 6th - MHSAA Dead Period

August 1st - Fall Coaches Entered into HR Spreadsheet for Pay

August 12th - Fall Coaches Meeting Option # 2 @ 6 p.m. in the HS Library

October 1st - Winter Coaches Entered into HR Spreadsheet for Pay

November 5th - Winter Coaches Meeting @ 6 p.m. in the HS Library

**2015**

February 1st - Spring Coaches Entered into HR Spreadsheet for Pay

March 1st - First Day of Spring Practices - Preseason Downtime

March 8th - Spring Coaches Meeting @ 3 p.m. in the HS Library