Athletic Administrator,

August 18, 2016

The 2016 NDIAAA Fall Workshop will be held on September 17, 18, & 19 at the Baymont Inn & Suites in Mandan. This workshop should be of interest to all. LTC 501, 502, 611, and 719 (see description on following pages) will be offered on Saturday as well as the “New AD Orientation”. There will be time for discussion and networking with athletic administrators across the state. We will have discussion “round tables” concerning issues in the area of Athletic Administration. Participants are asked to bring any items they would like to discuss during this time. Regional meetings will be held during the workshop. Jim Roaldson will register the interested members for credit on Saturday for those fulfilling the requirements, which consist of taking at least one LTC course on Saturday and attending every session of the Fall Workshop on both Saturday & Sunday. He will also inform the membership concerning the continuing education opportunities as well as certification opportunities for all NDIAAA/NIAAA members throughout this school year. The highlight of the Fall Workshop will be presentation from Rachel Bruner-Kaufman, concerning legal issues. We will also have many other interesting topics presented. Please refer to the enclosed agenda for the complete list of topics to be discussed. We are encouraging all athletic administrators to attend this workshop and become actively involved in the NDIAAA.

The NDIAAA is committed to providing professional growth opportunities to its membership. We do this through the NIAAA Leadership Training Program which can lead to NIAAA Certification as an athletic administrator. This program provides the opportunity to attain certification as an RAA, CAA or/and CMAA if you complete the course work and meet other criteria. By earning this certification, $1,000,000 of additional personal liability insurance will be available to you through the NIAAA at no charge. You may also have the opportunity for increased salary, depending on your school district policy. As of the spring of 2012, the NDIAAA/NIAAA workshops and conferences, if you take at least one LTI course and attend the workshop or conference, will qualify to count as a workshop as part of the administrative credential renewal process through DPI. For more information on the Leadership Training Program please contact Jim Roaldson or Jason Wiberg.

When completing the registration form, please pay special attention ‘gift ordering’ information as you will need to go to a website and order your gift. Very simple process!!

We look forward to offering our membership an opportunity to network and grow professionally throughout this school year. We also set a new membership record in 2015-2016 as we had 164 members. Please join the organization that works for North Dakota athletic administrators, the NDIAAA/NIAAA.

Thank you,
Lorell Jungling
Fall Workshop Coordinator
NDIAAA 2016 FALL WORKSHOP REGISTRATION FORM

Athletic Administrator
School

_____ Registration fee & NDIAAA Membership $255.00
_____ Registration fee for Fall Workshop Only $130.00 – includes workshop materials, coffee/beverage/snack breaks, continental breakfasts, lunch, social (dinner) and gift.

Fall Workshop Gift: Under Armor Striped Tech Quarter Zip
To Order: go to https://ndiaaafall2016.itemorder.com
Deadline to order is Midnight, September 1

Leadership Training Courses (Times listed on Agenda on previous page)

_____ LTC 501 ($100.00) Philosophy, Leadership Organizations and Professional Programs
_____ LTC 502 ($100.00) Principles Strategies and Methods
_____ LTC 611 ($100.00) Concepts & Strategies for Interscholastic Fundraising, Marketing, Booster Clubs
_____ LTC 719 ($100.00) Leadership, Management/Supervision and Decision-Making Concepts
(see next page for complete description of each LTC Course)
(see agenda for the time each course will be offered)

**** NOTE: Just a reminder that if you are planning on taking your CAA test you will need LTC 501, 502, 504, & 506.

If you plan to attend the Fall Workshop, then please e-mail or mail, your registration to Lorell Jungling by September 1. This will allow us time to order the needed LTC materials. You can pay at the workshop when you register, if you e-mail the registration.

Email address: lorell.jungling@gmail.com

* Accommodations: A block of rooms has been reserved for the NDIAAA Fall Workshop at the Baymont Inn & Suites. Please call 1-800-597-7327 and tell them you are with the NDIAAA and you will receive the special rate of $91.00. This rate will be honored for both Saturday, September 17th and Sunday, September 18. Call as soon as possible, especially if you plan on staying both nights, as Saturday is filling up quickly.

* Graduate Hour from: The NDIAAA is working with an institution that will provide the opportunity for workshop attendees to receive one graduate credit for $65. Course registration information will be distributed at the conference. Payment: at Fall Workshop check only and on-line with a credit card.

Credit Requirement: Must attend one LTC course and the Fall Workshop.

*Registration Deadline: September 1

Return to: Lorell Jungling, 1205 4th Ave. NE, Mandan, ND 58554

Make checks payable to NDIAAA

Direct Questions to Lorell Jungling at 701-527-6066
Fall Workshop 2016  
Leadership Training Course Descriptions

LTI 501 Athletic Administration: Philosophy, Leadership Organizations and Professional Programs
The flagship course of Leadership Training serves as an overview of interscholastic athletic administration. This course introduces the philosophy of educational athletics then focuses on the roles of the NIAAA, the NFHS, the state Athletic/Activity Associations, and the State Athletic Administrator’s Associations. The course also previews the NIAAA Leadership Training and Certification Programs. It is a prerequisite for all levels of certification and includes study materials for the CAA certification Examination.
Enrollees who will derive greatest benefit: Athletic administrators seeking to learn more about educational athletics, national organizations, and those interested in pursuing the certification process. This course is a recommended prerequisite to all other LTP courses.

LTI 502 Athletic Administration: Principles, Strategies and Methods
This course takes a basic approach to the fundamentals and methods of athletic administration and alerts and educates athletic administrators regarding potential problems and possible solutions in areas such as budgets, transportation, and scheduling and parent/student/coach conflicts. The course also touches upon sample athletic/activity program philosophies, department organizational charts, activity procedures/checklist, public relations, coaching applications/assessments and emergency plans.
Enrollees who will derive greatest benefit: Inexperienced athletic administrators seeking to define and improve their operational procedures.
Required for: RAA, CAA and CMAA Certification

LTI 611 Concepts & Strategies for Interscholastic Fundraising, Marketing, Promotion, Booster Club
This course will provide the athletic administrator with strategies and ideas to successfully promote and market the school’s interscholastic programs and to enhance the success of supplemental fund-raising efforts. Promotional activities designed to create interest in, increase enthusiasm for, and enhance the image of, a school’s interscholastic activities program are described. Models of supplemental fund-raising are summarized, including a focused segment on working successfully with booster clubs and safeguarding of funds that have been raised. The potential for raising funds through grants and outreach efforts for major gifts are introduced. Detailed information related to corporate sponsorship is provided. Appendices include sample materials that may be utilized for grant and corporate sponsorship applications, marketing plans, and booster clubs, as well as fund-raising resources.
Enrollees who will derive greatest benefit: Administrators seeking strategies to promote and market their school’s interscholastic program, work successfully with booster clubs, increase the success of fund-raising initiatives, and initiate or broaden financial gain from grants and/or corporate sponsorships/donations.

LTI 719 Leadership, Management/Supervision and Decision-Making Concepts, Methods Application
This course examines relevant strategies and principles that can be utilized to enhance the skills of the athletic administrator in the areas of leadership, management and decision-making. Learning begins with an introduction to the differences between leadership, management and supervision, and continues with an in-depth investigation of each. Through the analysis of specific leadership and management characteristics and techniques, students will be able to apply specific skills to improve their leadership effectiveness. Concepts and techniques of decision making strategies are discussed and demonstrated through various in-class exercises. Appendices provide relevant materials, instruments and assessment procedures that support text materials and principles.
North Dakota Interscholastic Athletic Administrators Association
2016 Fall Workshop September 17, 18, & 19
Baymont Inn & Suites

Workshop Agenda

Saturday, September 17

8:00-12:00 pm LTC 501 (Ambassador) Wiberg/Olson
8:00-12:00 pm LTC 611 (Embassy) Jungling/Ermer
12:30-4:30 pm LTC 502 (Ambassador) DeCann/Roaldson
12:30-4:30 pm LTC 719 (Embassy) Sorlie/Ostrum
5:00 pm NDIAAA Board Meeting (Santa Maria)
7:00 pm New AD’s Orientation — Mitch Lunde/Pete Moe (Exec. II)

Sunday, September 18
(All sessions will be held in Nautilus/Lightning)
8:00 am Registration – Breakfast in restaurant
8:45 am Welcome – Tyler Senn, BCHS, Pres.-NDIAAA
Lorell Jungling, Exec. Dir.-NDIAAA
9:00 am Rachel Bruner-Kaufman (Pearce & Durick)
“Legal Issues in High School Sports”
11:00 am Break
11:10 am Round Table-“When it’s Necessary to Terminate a Coach”
11:35 am Round Table- “Coaching Coaches / Relationships”
12:00 pm Lunch (Hamburger Bar)
1:00 pm Round Table-“Contest Management – Pre, Mid, Post”
1:25 pm Round Table-“Working with Off-Campus Coaches”
1:50 pm Round Table-“Marketing to Increase Attendance”
2:15 pm BREAK
2:30 pm Administrative Credential Renewal/Certification
2:45 pm NIAAA Website Portal
3:00 pm Universal Athletic Presentation
3:30 pm Bismarck Sanford Power Center
4:00 pm Wrap-Up
4:30 pm Social (Darryl Anderson’s - Mandan)

Monday, September 19
(All sessions will be held in Nautilus Lightning)
8:00 am Breakfast in Restaurant
8:30 am General Assembly – Business Meeting
9:30 am Matt Fetsch NDHSAA
10:15am BREAK
10:30 am Twitter & Social Media Etiquette – Tom Mix, NDHSAA
11:00 am NDIAAA Strategic Plan Update – Jungling/Rerick
12:00 pm Have a Safe Trip Home!!
Fall Workshop Social
September 18, 2016
4:30 pm
Site: Darryl Anderson’s Home
Mandan, ND

Come join an evening of fun and networking. In the past this evening has proven to be very enjoyable. We enjoy good food, refreshments and have our annual ‘state bean bag tournament’. Much planning and hard work has been done to insure this evening will be eventful for all participants, so come on out to the river and enjoy the company of your NDIAAAA family.

NDIAAAA State Bean Bag Tournament Champions

2003  Arnold Jordan (Kenmare HS) & Brian Midthun (Enderlin HS)
2004  Brian Midthun (Enderlin HS) & Calvin Dean (Dickinson HS)
2005  Kevin Morast (Hettinger HS) & Russell Ziegler (Hettinger HS)
2006  Kent Dennis (Devils Lake HS) & Tim Pfeifer (Rolette HS)
2007  Andy Currie (Edinberg HS) & Dave Nelson (MPGC HS)
2008  Justin Fletschock (Central Cass HS) & Chris Swenson (Wyndmere HS)
2009  Cory Hanson (Williston HS) & Matt Fetsch (Grafton HS)
2010  Troy Cody (Fargo North HS) & Brian Midthun (Enderlin HS)
2011  Brandy George (Adams/Edmore HS) & Lenny Ohlhauser (Fargo Davies) **
2012  Logan Midthun (Killdeer HS) & Perry Piatz (Kindred HS)
2013  Kevin Morast (Hettinger HS) & Scott Grochow (Rugby HS)
2014  Logan Midthun (Killdeer HS) & Mitch Lunde (Minot HS)
2015  Scott Grochow (Rugby HS) & Andrew Currie (Valley-Edinberg HS)

**  Horseshoe Tournament because of flood
*** Who will win the traveling trophy this year?