

Dance and Drill Coaches Association of Oregon
Board Meeting Minutes
January 7, 2023
4:00pm - 7:00pm

Present: Hayley DuLong, Coral Burgess, Erika Myrick, Danielle Schneider, James Healey, Roshny Martuscelli, Dave McCall, Chantel Stevens, Amanda Wilcox

Not Present:

- 1) Welcome and Call Meeting to Order - Danielle
- 2) **CONSENT AGENDA:**
 - a) December Meeting Minutes Minutes - Hayley
 - i) Minutes were approved via Band and sent out in the December newsletter.
 - b) Penalty Value Proposal Resubmission Update - Danielle
 - i) Discussion about the topic, but Danielle is responding to KT with our resubmission.
 - (1) At State, penalty values will be higher.
 - c) CT-12/990 Filing - Danielle
 - i) The CT-12/990 Filing was completed for this year.
- 3) **BUSINESS:**
 - a) Open Board Position:
 - i) No candidates for the Board Position yet.
 - ii) Will discuss this at our Winter Meeting on January 15th.
 - iii) Will keep the application open until someone applies.
 - b) JA Leadership Team Update - Roshny
 - i) JA Leadership Team Meeting is on 1/8/2023.
 - ii) Judges Pay At Championships
 - (1) Would like to suggest an increase to pay due to the number of performances (3 rounds). Projected schedule shows that judges will be judging from 10:00am - 9:30pm.
 - (2) Proposed Changes for Winter Championships:
 - (a) Head Judge: Roshny will be the Head Judge without judging. She is going to ensure that there are no errors in tabulations and will track scores coming in. (\$50 per round)
 - (b) Performance Judges (from 1-25 performances) - Bump up pay from \$125 to \$150 per judge.
 - (c) Mileage:
 - (i) Anyone traveling within 25 miles would get a \$10 flat fee.
 - (ii) Anyone traveling beyond the 25 miles would get \$0.56 per mile.
 - (d) Difference: \$570 with the exception of mileage (~\$200), so a total of about \$770.

(e) MOTION from Roshny to move forward with the judges pay changes proposed for Winter Championships 2023.

(i) Seconded by James.

1. Approved: 7

2. Opposed: 0

3. Abstained: 1

(ii) MOTION PASSED.

(3) Mileage Compensation Options:

(i) Roshny provided the current mileage rates for Judges as well as 2 additional options to increase pay.

1. Discussion about adjusting our current cap of \$55 for judge mileage (last change was over 10 years ago).

2. Discussion about scheduling judges that are more local to the competition they are judging.

(ii) Will table the discussion until March.

(iii) Judges Certifications:

1. Started with 14 interns, now certified 5 Media Tab Judges, 5 Tech Judges and 4 Performance Judges!

c) Treasurer's Report

i) All bases are covered regarding the open treasurer position within the board.

ii) October Financial Reviews

(1) Need to review budget for the remainder of the year due to losses of funds because of the reduction of attendance (eg All-State)

iii) Business Memberships

(1) Danielle cleaned up the tab.

(2) Need to ensure that all Business Memberships have their logos on our website.

iv) Late Fee Waiver Request

(1) One school requested to have their late fee waived due to the invoice being late.

(a) Coach requested an invoice on 10/1, Bri provided the invoice on 10/6, check came after the cutoff (10/15). The postmark on the mailed check was 10/28.

(b) Discussion about whether the late fee should be waived or not.

(c) MOTION from Chantel to not waive the late fee.

(i) Seconded by Coral.

1. Approved: 7

2. Opposed: 0

3. Abstained: 2

(ii) MOTION PASSED.

v) DDCA CD

(1) Interest rates are much better on CD's than the pennies made on savings accounts. CD's with 2% interest vs our Chase Savings account.

(2) We have money from savings that we could invest in a CD to gain 2% interest. (3-month CD's and 12-month CD's get the 2%)

(3) MOTION from Chantel to invest \$40,000.00 in a 3-month CD.

(a) Amanda Seconded.

(i) Approved: 7

(ii) Opposed: 0

(iii) Abstain: 1

(iv) MOTION PASSED.

vi) 22-23 Scholarship Funding:

(1) Discussion about our budget for Academic, Diversity, & Dance Scholarships. Need to pull money from saving accounts to cover the scholarship costs.

(a) \$5000 - Dance Scholarship

(b) \$5000 - Academic Scholarship

(c) \$2000 - Diversity Excellence

(d) MOTION from Dave to accept the dollar amounts above.

Seconded by Chantel. Roshny has amended the proposal to \$3000 for Diversity Excellence Scholarship. Chantel accepted the amendment.

(i) Approved: 8

(ii) Opposed: 0

(iii) Abstained: 0

(iv) MOTION PASSED.

vii) Current Balance:

(1) Checking: \$27,015.87

(2) Business Savings: \$68,581.94

(3) Paypal Account: \$300.04

d) All-State Update – Hayley

i) All-State Hip Hop videos, music, the schedule of the day, and “What to Expect” documents were sent out via email on January 3rd. Music and videos were posted on the DDCA Website. Music also posted in the DDCA Coach Band.

ii) All judges are locked in and have been provided with all information needed for the day (tab sheets, the hip hop video, catering, etc).

iii) Met with Dave to do a full walk-through of Tigard High School this week.

(1) Tryouts for 6A and 1-4A & 5A will go at the same time.

iv) Winter Meeting Responsibilities?

v) Need to Assign Jobs:

- (1) Registration
 - (a) 6A: Erika
 - (b) 1-4A & 5A: James
 - (c) Checking to see if paid: Roshny
 - (i) If not paid, what is the policy?
- (2) Number Caller (in Commons): Hayley & Coral (back up)
- (3) 2 Studio Managers:
 - (a) Amanda
 - (b) Coral
- (4) 2 On-Deck Managers:
 - (a) 6A: Chantel
 - (b) 1-4A & 5A: Erika
- (5) In Gym Music people?
 - (a) 6A: James
 - (b) 1-4A & 5A: Roshny
- (6) Relief/Back Up: Dave
- (7) Star Placement Helpers: All Dave & Chantel
- (8) Catering
 - (a) Pick Up (Lunch Only): Dave or Linda
 - (b) Meet Driver to grab (Dinner): Dave
- (9) Certificate Writers: Erika
- e) DDCA Championships Update - Dave
 - i) Dave has gathered all scores and has divided the teams between open and championship divisions. Set a preliminary schedule. Current amount of teams who have competed so far:
 - (1) 22 - 6A Teams
 - (2) 12 - 5A Teams
 - (3) 4 - 1A-4A Teams
 - ii) 2-3 Rounds of Competition for Winter Championships. Depends on participation.
 - iii) James - Can we share the schedule? Don't want to make promises as we are still waiting for teams to register.
 - (1) Suggestion to share blocks of time (not specific to team performance times)?
 - (a) 6A in the morning (10:30am - 3:30pm)
 - (b) Modern, Novelty, Open Division, 1-4A & 5A in the late afternoon (3:30pm - 9:00pm)
 - (c) 2 Drill Downs
 - (2) Photographer at the event: Make sure he understands the scope of the event (10 hour day, by himself, etc). James has volunteered to chat with him.
 - iv) We (DDCA Board) are not handling money. Funds will be handled by Jenn Wilson. Will get a fast turnaround on checks back to the DDCA.
 - v) Will be changing rooms & pop-up tents, but teams will not have their own room.

- (1) 6A on top story, then 5A (2nd story), and 1-4A (first story).
- vi) Seating will be provided for spectators, judges will be centered on the balcony, and coaches will be on the sides of the balcony. Overflow will be on the other side of the gym. Team may not be able to watch if there is massive overflow.
- vii) Aux Gym will be provided for teams who want to use it before they perform.
 - (1) Step One: Warm Up in Gym,
 - (2) Step Two: On-Deck in Hallway
 - (3) Step Three: Performance Time in Main Gym
- viii) One “quick change” room will be provided for teams as necessary.
- ix) Roshny will add additional Tech Judges for the event to keep the flow smooth.
- x) Merchandise - Amanda will provide designs and links to the Board this week. QR Codes will be provided at Champs to purchase - T-Shirts, Sweatshirts, & Sweatpants. Will have links out to teams who win. Champions will be able to purchase long sleeve t-shirts.
- f) NDCA Giveaway - Danielle
 - i) NDCA sent us a bag of goodies and a free membership.
 - ii) Chantel to organize a fun raffle for the Winter Membership Meeting.
- g) Website/Social Media Updates - Chantel
 - i) DDCA Features - will continue making videos and managing the website.
- h) Scholarship Selection Committee - Roshny
 - i) Need to come up with a back-up plan for who can review Academic Scholarships who are not coaches.
 - (1) Roshny to contact Amanda GaVette for assistance.
- i) Kick Category Definition - All
 - i) If we do want to change the rules regarding the kick counts and qualifying, we need someone to bring a proposal to the membership at the Spring Meeting.
- j) Winter Meeting Agenda - Danielle
 - i) DDCA Spotlights - Chantel
 - ii) JA Update - Roshny
 - iii) Drill/Down & Certifications - Coral
 - iv) Winter Champs - Dave
 - v) All-State Update & Survey - Hayley
 - vi) Open Board Positions - Amanda
 - vii) Coach, Lifetime, & Service Awards - Danielle & James
 - viii) Scholarships - Roshny
 - ix) BAND - Amanda
 - x) NDCA Raffle - Chantel
 - xi) Financial Update (?) - TBD
 - xii) OSAA Zoom about State - Amanda
 - xiii) Penalty Update for State - Amanda
 - xiv) Rose Festival & Thunderbird - Dave

- k) Coaching Award Nomination Process - All
- 4) REMINDERS & NEXT MEETING DATES:
 - a) Connect monthly with call lists
 - b) Save documents in the DDCA's Google Drive
 - c) Winter Meeting is scheduled during All-State on January 15th from 1:00pm-4:00pm at Tigard High School.
 - d) OSAA State Meeting is at 3:30pm on 1/24 via Zoom. Encourage all DDCA Members to attend.

Meeting Adjourned at 7:24pm. Next Board Meeting is scheduled for February 5th, 2022 at 10:00am.

Respectfully Submitted:
Hayley DuLong; DDCA Secretary

Dance and Drill Coaches Association of Oregon
Winter DDCA Membership Meeting Minutes
January 15th, 2023
1:00pm - 4:00pm
Tigard High School

- 1) Welcome and Call Meeting to Order - Danielle
- 2) Roll Call - Hayley
 - a) PRESENT: Canby, Centennial, Century, Clackamas, Cleveland, David Douglas, Forest Grove, Gladstone, Gresham, Lake Oswego, Lincoln, Marshfield, Mountainside, Nelson, North Eugene, Parkrose, Philomath, Rex Putnam, Reynolds, Sam Barlow, Scappoose, Sheldon, Sherwood, Silverton, South Albany, Sprague, Sunset, Thurston, Tualatin, Tigard, Valley Catholic, West Albany, Westview, Wilson, Albany Gems, Scappoose MS, Sparks & Sparklers.
- 3) Reports:**
 - a) JA Update - Roshny
 - i) 14 Interns, in process of certifying now.
 - ii) New Certifications:
 - (1) 5 Tech Judges
 - (2) 5 Media Tab Judges
 - (3) 5 Performance Judges
 - (4) Most are cross-certified!
 - iii) In DDCA Band - Comment and Feedback for Judges. Please provide feedback as necessary.
 - b) Drill Down Reminders - Danielle
 - i) Planning to get certified today, please check in with the Board to come up with a plan to get certified.
 - ii) Annie - Feedback from previous competitions: If you are a caller, please focus on pace. If you are a puller, please make sure to explain why the dancer has been tapped out. BJ did a great job!
 - iii) BJ - Suggestion: Please make sure that the second is paying attention, and we need to ensure that there are pullers next to the caller and second as they cannot pull.
 - iv) Any kids to have received a medal during Drill Down are invited to compete in Drill-Down at Winter Championships. Novice & Advanced in 6A and Novice & Advanced in 1-5A. If your dancer has not received a placement, please don't go out to the floor.
 - (1) Any student who has placed in Drill Down is invited to Winter Championships even if their team is not competing.
 - c) DDCA Championship - Dave
 - i) Registration Reminder: Please register! Only 28 teams are registered. Need to finalize times, rounds, and divisions ASAP.
 - (1) 6a - 10:30-3:00pm Block
 - (2) Open & 1-5A: 4:00-On

- ii) No rooms at Championships. Hallways are available as well as one changing room on each floor. Please don't change in the bathroom.
 - (1) Pop-Up Tents for changing - Yes, those are welcomed. Hallways are wide.
- iii) Aux Gym Time will be available for all teams prior to their competing time.
- iv) Festival Judging for performance and tech judges.
- v) Music: Bring music on phone or iPod. You will plug it in. Wanted to avoid the volume issues from the last Championships.
- vi) Drill Down - 6A will be at the end of 6A Championship Rounds
- vii) Seating: Coaches and Judges will be on the balcony. Only friends and families will be in the stands.
- viii) Ticket Pre-Sales are available! We'll post the link in Band. No cap at this point. Tickets are for ALL DAY access.
- ix) Entries: Some teams registered that qualified only for the Championship Division and not for the Open Division. Dave will touch base with teams to ensure the entries are correct for each division.
- x) Registration will close on Tuesday, January 17th.
- xi) Parent Helpers: We'll give 3 to each team.
- xii) Smaller Parking Lot: Limit to Coaches and Parent Helpers. Food will be in the cafeteria ONLY.
- xiii) Merchandise per orders: Vivid Creations
 - (1) Located on Instagram, Band, DDCA Website.
- d) All State - Hayley
 - i) Finalists
 - ii) All-State Survey for 2024 & Beyond
 - iii) When do you the kids perform?
- e) Open Board Positions - Amanda
 - i) We have an open board position. The application is within the Monthly Newsletter.
 - ii) Newsletter - if you don't get them, please let us know.
- f) Coach of the Year/Service Award Nominations - Danielle & James
 - i) An email will go out about nominations for the following:
 - (1) Coach of the Year (1-4A, 5A, 6A)
 - (2) Assistant Coach of the Year (1-4A, 5A, 6A)
 - (3) Service Award
 - (4) Lifetime Achievement (part of association for over 15 years).
Success as a coach, service to the DDCA.
- g) Scholarships for 2023 - Roshny
 - i) Opportunity Scholarship: We awarded 7 scholarships for a combination of \$3000. All recipients have been paid in full.
 - ii) Academic Scholarship: Only 5 applicants so far. Please encourage your dancers to apply! January 23rd is the due date.
 - iii) Diversity Excellence: For students of color, and students part of a marginalized community. January 23rd is the due date.

- h) Once the Academic Scholarship & Diversity Scholarships are received through Google Forms, Roshny sends the google form directly to the references listed by the student. Roshny does reach out to each dancer to let them know that they sent the form to ensure it doesn't hit their Junk/Spam folder.
 - i) Annie: Debbie Kishbaugh: Added solo and duet divisions for the Junior Championships. Last year, there were 50 entries. Junior Championships will be at Pendleton Convention Center. No DDCA Scoresheet. Registration Closes January 31st. Please sign up!
 - ii) Debbie Kishpaugh - Per Junior Championships, they donated \$4500.00 to the DDCA Membership!
 - iii) Debbie received the National Spirit Coach of the Year!!
 - i) BAND - Amanda
 - i) Please join! We are mainly communicating through Band now and in the future.
 - (1) One Band for High School
 - (2) One Band for Middle School
 - ii) Performance Orders for Competitions: Can we post somewhere?
 - (1) Post on the DDCA Band.
 - (2) Can post Newsletter in Band.
- 4) Business (1 hour)
- a) Approve Fall Membership Meeting Minutes (Vote) - Hayley
 - b) MOTION from Liisa Stockton to approve the Fall Membership Meeting Minutes. Marlana Nunley Seconded.
 - i) APPROVED: 38 Teams (Everyone)
 - ii) OPPOSED: 0
 - iii) ABSTAINED: 0
 - iv) Motion Passed.
 - c) NDCA Raffle:
 - i) Sent a swag bag and the opportunity to give away a free Coach Membership.
 - (1) James won with 48% of the votes!
 - d) Financials - Roshny/Hayley/Danielle
 - i) End of November Financials:
 - (1) Checking: \$27K
 - (2) Savings: \$68K
 - (3) PayPal: \$300
 - (4) TOTAL: \$89K
 - ii) Please make sure to pay all invoices on time as we pay judges ahead of time and want to ensure that we have enough in our accounts.
 - e) OSAA State Meeting - Amanda
 - i) OSAA Meeting to talk about State 2023 is on January 24th at 3:30pm on Zoom. Please ensure you have someone on staff attending the meeting.
 - f) Penalty Value OSAA Update - Amanda

- i) Proposal was not accepted by OSAA. They are requiring a full year of data before we can potentially move forward. For State, all penalty values will stand the way they have been.
 - (1) Proposed Amendment from Ashley Quesnoy: After Winter Champs, keeping time limit minimum lower until up to the State Championships. No time penalties for February or March at DDCA competitions. However, teams cannot qualify until the full 2 minutes are competed.
 - (a) Seconded by Lynn.
 - (i) APPROVED: 28
 - (ii) OPPOSED: 0
 - (iii) ABSTAINED: 3
 - (iv) Motion Passed.
- 5) Years of Service Pin Presentation (45 min) - Chantel
 - a) Coaches receiving their 1, 5, 10, 15, 20 25, 30 & 35 Year Pins were awarded.
- 6) Membership Announcements (15 min)
 - a) Thunderbird Dance Camp & Portland Rose Festival - Dave & Peggy
 - i) Opening Number for the Rose Festival will be the Camp Dance from Thunderbird Dance Camp!
 - ii) This is for all members of your team. Will have one practice. No limit.
 - iii) Costumes: Black leggings/shorts, black shoes, and a commemorative shirt.
 - iv) Up to 300 dancers.
 - v) Date of the Parade: June 10th, 2023.
 - vi) Registration will go out after State.
 - b) Thunderbird Dance Camp - Peggy
 - i) Interest Form has been sent out. Will post on Band. Please respond!
 - ii) Pricing will go up \$10 per dancer.
- 7) Reminders:
 - a) Connect with your Board Member to stay up to date on DDCA Events
 - b) Follow the DDCA on Social Media:
 - i) @ddcaofficial (Instagram & Twitter)
 - ii) @or_judges (Instagram)
 - iii) Dance & Drill Coaches Association of Oregon (Facebook)
 - iv) Oregon Judges Affiliation - Dance & Drill (Facebook)
 - v) Join us on band (HS Band, MS/Club Band, Judges Band)

Meeting Adjourned at 2:32pm. The DDCA Membership Spring Meeting will take place at Canby High School on April 15th, 2023. The Event Director Meeting will begin at 10:00am. The Membership Meeting will begin at 10:30am.

Respectfully Submitted by Hayley DuLong, DDCA Secretary

Dance and Drill Coaches Association of Oregon
Board of Directors Meeting Minutes
Sunday, February 5, 2023
Tigard High School, 10:00am

Present: James, Danielle, Erika, Chantel, David, Amanda, Roshny (via zoom)

Absent: Coral, Hayley

1. Welcome & Call Meeting to Order
2. Consent Agenda
 - a. January Meeting Minutes – Hayley:
 - i. Approved via Band.
 - b. JA Update – Roshny
 - i. Working on staffing the remainder of the season and getting ready for state
 - c. DDCA CD – Danielle
 - i. The three month CD approved at the January meeting was open on January 19, 2023, at Chase Bank for \$40,000.
 - d. All State Update – Hayley
 - i. 6A All-State Team: 19 Dancers
 - ii. 5A All-State Team: 11 Dancers
 - iii. 1A-4A All-State Team: 4 Dancers
 - iv. The video of the routine will be sent out in an email to all coaches and will posted on the website by mid-February.
 - v. All-State Team Members are invited to perform at both nights of the OSAA State Championships.
 - e. DDCA Champs Gate Profits – David
 - i. Adult Tickets: \$8,097.00
 - ii. Student/Senior Tickets: \$2,720
 - iii. Total Gross Profit: \$10,817.00
 - iv. DDCA Net Profit (60%): \$6,490.20
 - v. Gresham Dance Team Net Profit (40%): \$4,326.80
 - vi. Gate sales were collected by Gresham dance team. A check for DDCA profits to be sent via mail.
3. Open Board Position
 - a. Discussion about reforming treasurer role.
 - b. Reviewed application - Motion to accept from Chantel, 2nd by Amanda Wilcox
 - c. Vote - Approve 6, Denied 0, Abstain 1
 - d. Motion to accept applicant passes.

4. Coaching Awards
 - a. Finalists were determined and information will go out in the following newsletter/survey.
5. Lifetime Achievement bios
 - a. A list of long time coaches and associate members were discussed and comprised.
6. Scholarship Update–Roshny
 - a. 38 academic, 10 diversity excellence applicants
 - b. Applications are being organized to send to Ben with Optimist
7. Scholar Athlete Name Collection
 - a. Coaches will be emailed through the newsletter and Band to help collect names of 3.5 GPA seniors. Chantel will fill out final form and send to KT when due.
8. Treasurer Report
 - a. December Financials Review
 - i. Discussion about Allstate and Championships expenses and income.
 - b. Review Budget
 - i. Outstanding Fees - a lot of funds are owed. Danielle will be connecting with teams to collect.
 - ii. Discussion regarding future membership deadlines. Season 23-24 membership registration will have a single deadline of **October 1st, 2024**.
 - iii. NDCA Conference - Discussion to re-allocate the line item until our budget is better balanced. Motion to accept the change by David; Amanda second. Discussion will continue at the March meeting.
 - iv. Conversation about Spring conference vs. fall conference. Discussion about cost for NDCA representatives to come teach a coaching credentials class. Danielle will follow up.
9. DDCA Championship Recap
 - a. 30 Teams registered and performed (29 routine round 1, 32 routines round 2, 71 total routines)
 - b. DDCA Ticket Sales net profit: \$6490.20
10. Website/SocialMediaUpdates
 - a. Please continue to tag DDCA social accounts for resharing. Website will soon include at “Future Opportunities” page to share college, university and team information.
 - b. Information regarding Rose Festival & Thunderbird collaboration will go out after state. Hoping for 100 dancers.
11. State Food/Space
 - a. Discussion about looking into renting the exhibit hall and options for affordable onsite catering for teams.

Reminders & Next Meeting Dates:

- Connect monthly with your call lists
- Please be saving documents in the DDCA's Google Drive
- March Board Meeting, March 5, 10:00am to 1:00pm, Putnam High School
- Event Director/Spring Meeting, April 15, 10:30am, Canby High School

Meeting Adjourned at 1:19pm. Next Board Meeting is scheduled for March 5th, 2023 at 10:00am at Putnam High School.

Respectfully Submitted by Chantel Kaaihue
On behalf of Hayley DuLong; DDCA Secretary

Dance and Drill Coaches Association of Oregon
DDCA Board Meeting Minutes
March 5th, 2023
10:00am - 1:00pm
Rex Putnam High School

Present: Danielle Schneider, Amanda Wilcox, James Healey, Mackenzie Johnson, Chantel Stevens, Coral Burgess, Erika Myrick, David McCall, Roshny Martuscelli, Hayley DuLong

- 1) Welcome and Call Meeting to Order - Danielle
- 2) February Meeting Minutes - Approved in Band - Hayley
- 3) **Business:**
 - a) Financials fas of 2.28.2023 - Total = \$83,601.88
 - i) Checking DDCA - \$8,795.04
 - ii) Business Savings - \$33,589.16
 - iii) CD's - \$40,000.00
 - iv) PayPal - \$1,217.68
 - b) 2023-2024 Competition Schedule - All
 - i) Reviewed all available weekends for the 2023-2024 season.
 - ii) Discussion on when it makes sense to kick off the competition season.
 - (1) Small Competitions on weeknights as a possibility (during November)
 - (2) Suggestion to have classification-only competitions on certain weekends. (6A at one competition, 1A-5A at one competition, etc.)
 - (a) Help ensure that similar teams are together.
 - (b) Potential to hold this close to our State Championships.
 - (c) Next Step: Put out a poll to the membership about whether there would be interest in attending a classification-only competition in the few weeks before state.
 - (3) Discussion on adjusting the minimum of teams/performance to hold a competition.
 - (a) Discussion on offering less judges for small competitions.
 - (i) Qualification would be compromised if less than 3 judges.
 - (b) Discussion on a new minimum of performances for a competition.
 - (i) Motion from Chantel: Minimum of 20 performances with 50% high school for a competition to continue.
 - (ii) Second from Mackenzie.
 1. APPROVED: 8

- 2. OPPOSED: 0
 - 3. ABSTAIN: 1
 - 4. Motion passed.
- (4) For the 2023-2024 Season: Begin Competition Season on November 11th, 2023.
- (a) Will not have a competition on 12/16/2023 or 1/6/2024.
 - (b) Will discuss how many competitions will be on each weekend during our Spring Membership Meeting.
- (5) Discussion on DDCA Championships for 2023-2024
- (a) Discussion about renaming the event to DDCA Festival Competition instead of Championship.
 - (b) DDCA hosts the event, but it's a normal competition.
 - (i) No qualification needed. All teams are welcome.
 - (ii) Option to pull in 12 total judges - 6 judges on each panel.
 - (c) Discussion about categories offered for next season:
 - (i) Discussion about offering the Traditional Category all year?
 - 1. Pro: for teams who know they are competing in Traditional for State, they can compete and will not have to requalify.
 - (ii) Continue to offer Modern, Contemporary, Novelty? Add other non-traditional categories like Game Day?
 - (d) Discussion about the membership poll in Band about our competition seasons.
 - (i) Teams wanting 2 seasons vs teams wanting 1 season.
 - (ii) Discussion about offering the Open Division next season.
 - (iii) Board agreement: To have this discussion with membership before the Spring Meeting.
 - 1. Zoom Call Meeting to be scheduled the week after State (before Spring Break).
 - a. Thursday, March 23rd at 7:00pm.
 - 2. Questions to ask:
 - a. Do you want 2 separate competitive opportunities?
 - b. If so, where would you like to have that separation begin/end?
 - c. Do you want a DDCA Championship?

- d. If so, when do you want it?
 - (iv) Event Applications to be sent out before the Zoom meeting.
- c) 2023-2024 Judging Fees - Roshny
 - i) Proposal to increase the performance fees by \$5 (1-25 & 26-39). \$130 is the base pay.
 - ii) Proposal to increase the performance fees by \$6 (40-55).
 - (1) Suggestion to adjust to a Flat Fee model for the (40-55 performances).
 - iii) Head Judge Fee to increase from \$50 to \$100 per event.
 - iv) Discussion about always having an on-call judge in case of illness or weather issues. They would get paid \$50 in case they are not asked to judge.
 - (1) Discussion about concerns with stipend increases and our current financial budget.
 - v) Mileage - adjust to Round Trip to the \$55 flat fee and the balance to be paid from the DDCA \$0.56 per mile (in alignment with OSAA mileage guidelines).
 - (1) Motion from Chantel to adopt the mileage proposal (\$55 flat fee with \$0.56 per mile to be paid by the DDCA) for this upcoming season and to table other items until later in the year.
 - (a) Seconded by Hayley.
 - (i) APPROVED: 7
 - (ii) OPPOSED: 0
 - (iii) ABSTAINED: 2
 - 1. Motion passed.
- d) Treasurer Report - Danielle/Roshny
 - i) Thank you to Roshny for her hard work paying our bills!
 - ii) February Financials & Budget to Actuals Review (look at packet)
 - iii) Outstanding Fees
 - iv) Competition Personnel fees added to DDCA invoices
 - (1) Seeing a trend of schools having a hard time paying for their announcer, trainer, drill down callers, etc.
 - (2) Suggestion to run payments through DDCA and have schools pay the DDCA.
 - (3) Question from Coral: Is it expected or required to pay Drill Down callers?
 - (a) Not listed in manual currently.
 - (b) Several Drill Down Callers have mentioned that they get paid at some competitions and some don't. Needs to be consistent.
 - (4) Question from Danielle: What is the current process for feedback on Drill Down?
 - (a) Current structure: Email Coral.

- (b) Working on an availability calendar for Certified Callers for next season.
- e) JA Update - Roshny
 - i) Encouraging teams to continue to use feedback forms.
- f) Social/Website Transition - Chantel
 - i) James has volunteered to help with the website.
 - ii) Suggestion to have the website and social media be the responsibility of 2 people.
 - iii) Amanda to help with Social Media for State on Saturday, March 18th.
 - iv) Hayley to help with Social Media for State on Friday, March 17th.
 - v) Mackenzie to take on Social Media for the next season.
- g) Scholarship Determinations - Roshny
 - i) Late transcripts, incomplete applications, etc.
 - ii) Will have the information updated soon.
 - iii) Recipients need to be on teams where coaches are registered DDCA members.
- h) All State Update & Dance Scholarships- Hayley
 - i) All-State Videos have been posted in our February Newsletter and on DDCA website
 - ii) For State Championships: Natalie Burton is not available to run All-State practice. Hayley will lead practice and Marlena Nunley has offered to assist on Saturday (if needed)
 - iii) Dance Scholarship Recipients & Budget Discussion:
 - (1) Need to table this conversation regarding allocation of funds for dance scholarship winners until we get the final information confirmed for other academic and diversity scholarships.
- i) Scholar Athlete Name Collection - Chantel
 - i) Chantel will send a reminder today to the Membership via Band and Instagram.
- j) State Awards/Honoree Tickets/Flowers - Danielle/Roshny
 - i) We will provide tickets to all honorees (2 per honoree).
 - ii) Roshny to search for flower shop in Salem to be delivered to the pavilion:
 - (1) COTY & ACOTY Awards
 - (2) Services Awards
 - (3) Lifetime Awards
- k) State Program/Script - Danielle/Roshny
 - i) Danielle and Roshny to touch base on the state program.
- l) State Championship Gear - Amanda
- m) 2023-2025 Board Application - Danielle & James
 - i) Board Restructure
 - (1) Leave as is: Move to talking about this at a membership meeting.
 - ii) Treasurer Position
 - iii) Prepare for position transitions

4) Reminders:

- a) Connect with your call lists
- b) Please be saving documents in the DDCA's Google Drive
- c) April Board Meeting - April 2nd - 10-1 at Tigard HS
- d) Event Director/Spring Meeting - April 15th at 10:30am - Canby High School

Meeting Adjourned at. The next Board Meeting will be on April 2nd at 10:00am and Tigard High School. The DDCA Membership Spring Meeting will take place at Canby High School on April 15th, 2023. The Event Director Meeting will begin at 10:00am. The Membership Meeting will begin at 10:30am.

.
Respectfully Submitted by Hayley DuLong, DDCA Secretary

Dance and Drill Coaches Association of Oregon
DDCA Board Meeting Minutes
April 2nd, 2023
10:00am - 1:00pm
Erika's Studio

Present: Danielle Schneider, Amanda Wilcox, James Healey, Mackenzie Johnson, Chantel Stevens, Coral Burgess, Erika Myrick, David McCall, Roshny Martuscelli, Hayley DuLong

- 1) Welcome and Call Meeting to Order - Danielle
- 2) Consent Agenda:
 - a) March Meeting Minutes - Approved in Band - Hayley
 - b) DDCA CD Profits - Danielle
 - i) The 3-month CD approved was open on January 19, 2023 at Chase Bank for \$40,000.00. The CD will expire on April 19th, 2023. It's estimated that we have made \$245.78 in interest income on the CD.
 - c) SoS 2023 Annual Filing - Danielle
 - i) The DDCA's Annual Report was filed with the Secretary of State on 3/28/23. The \$50, associated fee was paid at the time of filing.
 - d) Motion from Chantel to approve the consent agenda.
 - i) Seconded by: Erika
 - (1) Approved: 9
 - (2) Opposed: 0
 - (3) Abstain: 0
 - ii) Motion Passed.
- 3) **Business:**
 - a) 2023-2024 Competition Schedule - All
 - i) Number of Competitions per Weekend:
 - (1) Usually 2 per weekend.
 - (2) Requirement to have 20 high school performances per competition.
 - (3) Suggested # of Competitions for the 23-24 Season:
 - (a) 11/11/23 - 1 Competition
 - (b) 11/18/23 - 2 Competitions
 - (c) 12/2/23 - 2 Competitions
 - (d) 12/9/23 - 1 Competition (DDCA Invitational)
 - (e) 1/6/24 - 0 Competitions
 - (f) 1/13/24 - 1 Competition
 - (g) 1/20/24 - 1 Competition
 - (h) 1/27/24 - 1 Competition
 - (i) 2/3/24 - 2 Competitions
 - (j) 2/10/24 - 2 Competitions
 - (k) 2/17/24 - 2 Competitions
 - (l) 2/24/24 - 2 Competitions

(m) 3/2/24 - 3 Competitions

- ii) DDCA Invitational Fees: Needs to increase from \$150.00. Will discuss this topic at the Spring Meeting.
- iii) DDCA Championships Discussion
 - (1) Discussion about who would be able to host the DDCA event, and when it would occur during the season.
 - (a) Discussion about DDCA Category Championships participation dropping over the years.
 - (b) Discussion about having an event in general, but not necessarily a Championship.
 - (c) Discussion about the possibility of holding the event closer to State or hosting an event to kick off the season (Fall Festival).
 - (i) Participation Numbers from the 2022-2023 Season Pre-DDCA Champs and at DDCA Champs:
 1. Contemporary: 20 Teams Pre-Champs, 10 Teams at Champs (2 in Open)
 2. Modern: 7 Teams Pre-Champs, 3 Teams at Champs
 3. Kick: 6 Teams Pre-Champs, 3 Teams at Champs
 4. Novelty: 6 Teams Pre-Champs, 4 Teams at Champs (1 in Open)
 5. 32 Teams attended the DDCA Championships this year.
 - (d) Discussion about calling the event the "DDCA Invitational" - everyone who participates in State AND Non-State Categories can compete. No requirement to qualify. Not a championship.
 - (i) Mention about adding new non-state categories to the DDCA Invitational.
 - (ii) Discussion about when to host it:
 1. Preferred Options: First, Second, or Third Week of December.
 - a. 2nd Weekend of December 2023?
 - i. Yes: 4
 - ii. Abstain: 6
 - iii. No: 0
 2. DDCA Invitational to be held on December 9th, 2023.
 - a. DDCA Invitational Drill/Down participants will be dancers who

have placed in a previous competition.

- b. Potential Categories Offered:
 - i. Kick
 - ii. Novelty
 - iii. Contemporary
 - iv. Modern
 - v. Jazz
 - vi. Hip Hop
 - vii. Pom
 - viii. New Category: Halftime or Field Show, Game Day, Solo/Duo/Trio, Middle School
- c. Will poll the Membership at Spring Meeting about which new category they would like to see at the DDCA Invitational.
- d. Pull Show and Traditional as categories for DDCA Invitational?
 - i. Yes: 4
 - ii. No: 2
 - iii. Abstain: 4

b) Treasurer Report - Danielle & Roshny

- i) Sue is busy with tax returns, and will have March Financials soon.
 - ii) Collected money that was owed. Trending in a positive direction.
 - iii) Outstanding Fees:
 - (1) 1 School - Owes for All-State
 - (2) 2 Schools - Owe their Category Championship Fee
 - (3) 1 School - Scholarship Payment + Judges Invoice
 - iv) Membership Meeting - Need to remind teams that we cannot accept late payments after State.
 - v) CD is coming up for renewal. Projected to make \$200 from the first 3-month renewal. New rate: 2.96% (3 months) or 3.92% (6 months).
 - (1) Motion from Chantel to renew \$40,000.00 in 6-month CD.
Seconded by Amanda.
 - (a) Approved: 9
 - (b) Opposed: 0
 - (c) Abstain: 0
 - (d) Motion Approved.
- c) JA Update - Roshny
- i) JA Proposal to Review & Vote: Changes to the Adjudication Process
 - (1) Any changes to the judges' process such as what coaches are wanting to receive post competitions (full score sheets vs

individual score sheets), timing protocols, and scheduling requests (3 judges vs. 6 judges, festival judging, etc...) need to be completed by fall meeting and/or before judges training held in October. Any requests after that time frame will be considered at the discretion of the JALT as long as it doesn't cause major adjustments on our processes and/or scheduling.

- ii) Discussion about defining the specific issue at hand.
 - iii) Discussion about the desire from JA to have this proposal added to the manual.
 - iv) Discussion about revisiting that topic and having additional conversations as these issues may be the result of miscommunications or changes throughout the past few seasons.
 - v) Discussion about the need to have clearer processes in place in the future.
 - vi) Roshny & Danielle to meet to review Event Director Resources and Manual next week.
- d) Routine Timing for 2023-2024 Season:
- i) Keep 1 minute minimum for all locals (no penalties). Will vote on this at the Spring Meeting.
- e) Fall Conference / Fall Coaches Education Opportunity
- i) NDCA - Coaching Credentialing
 - (1) 25 people - \$55 per person + Travel Expenses
 - ii) Try to apply for the NDCA Coaching Grant.
 - iii) Fall Conference Date & Location TBD
- f) Meeting Agenda - All
- i) Event Director Meeting - Roshny & Danielle to put together an agenda for the meeting. Coral to talk about Drill/Down.
 - ii) Spring Membership Meeting Agenda:
 - (1) JA Update
 - (2) Competition Etiquette Reminders
 - (a) Changing Areas
 - (3) Drill/Down Reminders & Certification
 - (a) Payment of Drill Down Callers at Competition
 - (4) Fall Conference
 - (5) Treasurer Report
 - (6) Board Elections
 - (a) Need to reopen Board Application deadline to Monday, April 10th to ensure there are at least 5 applicants.
 - (7) Membership Registration Deadlines
 - (8) Competition Calendar
 - (9) State Recap Conversation & Concerns
 - (10) Rose Festival Performance - Thunderbird Camp Dance
 - (11) Building Dance Teams - Debbie
 - (12) DDCA vs OSAA (who governs what)
 - (13) Penalty Value Recap

- g) State Recap - All
 - i) Email from KT/Next Steps
 - (1) Concerned about the number of participating schools: 46 schools attended State this year, 55 schools attended last year.
 - (a) Potential Reasoning for drop in numbers: Coaches leaving, Teams went to locals but not State, number of dancers on teams limit participation.
 - (2) Blocking Strategies: OSAA Manual does indicate that teams will be blocked. Originally, this applied for the Show division, and for Dance/Drill Divisions with over 10 teams. (Since most divisions in the past were over 10 teams, it has been assumed that the Blocking Rule applied to all situations)
 - (a) Discussion about the need for blocking for smaller categories. We need to discuss with Membership on whether we want to get rid of it, keep it, or modify it based on the number of teams in each category.
 - (3) Additional Concerns from OSAA:
 - (a) We allow teams to bring less than the minimum time to local competitions.
 - (b) We allow teams to compete with teams who have less than the minimum team members.
 - (c) Penalty values are different at locals compared to state.
 - (d) We have an appeals process.
 - (e) Danielle, Amanda, and James to meet with KT.
 - ii) State Champions Gear Sale
 - iii) Pros/Improvements from New State format:
 - (1) Discussion about pros and cons of 2023 OSAA State Championships.
- 4) Reminders:
 - a) Connect with your call lists
 - b) Please be saving documents in the DDCA's Google Drive
 - c) OACA Meeting, April 6, 9:45am - 1:15pm, OSAA Office
 - d) Event Director/Spring Meeting - April 15th at 10:30am - Canby High School
 - e) May Board Meeting - Date & Location TBD

Meeting Adjourned at 1:06pm. The next Board Meeting will be held in May based on the new board availability. The DDCA Membership Spring Meeting will take place at Canby High School on April 15th, 2023. The Event Director Meeting will begin at 10:00am. The Membership Meeting will begin at 10:30am.

Respectfully Submitted by Hayley DuLong, DDCA Secretary

**Dance and Drill Coaches Association
Board of Directors Meeting Agenda
Sunday, May 7, 2023
Canby High School, 9:00am**

Welcome & Call Meeting to Order – Danielle

In attendance: Danielle, Ally, Elle, James, Mackenzie, Coral, Erika, Roshny

- Consent Agenda (10 Minutes)
 - April Meeting Minutes – Hayley
 - *Approved via Band.*
 - JA Update - Roshny
 - *Completed annual reviews for all members of the JA Leadership. Currently drafting an event director contact to help hosting schools better understand DDCA guidelines and expectations around hosting a competition.*
 - DDCA CD – Danielle
 - *The three month CD matured on April 19, 2023. The DDCA earned \$340.71 in interest income on the CD. The CD has been rolled into another 3 month CD which will mature on July 19. Between Board approval and the CD maturity date of April 19, Chase Bank changed their interest rates and removed the 6 to 9 month CD option. The CD will earn 2.96% for the next three months. The \$9,000 donation from Jr. Championships was added to the new CD.*

- Business (2.5 hours)
 - Board Call Lists/Shared Drive/Board Emails/Operations
 - Membership & Secretary positions
 - *Elle - Membership Coordinator*
 - *Mackenzie - Secretary*
 - Open Coaching positions
 - *Discussion*
 - *How can we promote these positions to try and get them filled?*
 - *Coral is working to get Lincoln and Grant - mentoring those coming in*
 - *Alumni campaign to get them coaching*
 - *Post on dance wire - cost of an ad?*
 - *News story - paper? TV?*
 - *Action*
 - *Reach out to colleges with dance team/program grads - James*
 - *Ask Thunderbird to mention it in the coaches meeting at camp and to share social media posts*
 - *Roshny to reach out to Blazer Dancers*
 - *James to write a letter to send out for open judges/coaches positions*
 - 2023-2024 Competition Schedule
 - *DDCA Invitational Host*
 - *North Eugene and Sherwood have applied.*
 - *Walk through N. Eugene's new gym to assess seating and capacity*
 - *Board will make decision in June*
 - *November 11 & February 24 weekend*
 - *Feb. 24th potential for three events*
 - *November 11th - potential for second event*
 - *Discussion surrounding the need for a second competition during the first competition weekend*
 - *Board agreed to add this second event*

- ASB Stickers
 - *Dance competitions are a different set up than other sporting events that take ASB stickers*
- o Treasurer Report – Danielle/Roshny
 - March & April Financials
 - *\$98,684.40 in total*
 - *Scholarships are not paid out until August 2023*
 - Budget to Actuals
 - Outstanding Fees for 23-24
 - *One DDCA outstanding*
 - *One all-state outstanding*
- o DDCA Invitational Next Steps
 - *Discussion surrounding how we classify the invitational and the championship rounds*
 - *No qualification for the championship round*
 - *Invitational with championship round for categories going away*
 - *Mackenzie motions, James second*
 - *6 in favor, 2 abstain*
 - *New category options:*
 - *Game day: fight song, spirit routine, halftime routine*
 - *Follow up with Hayley for clarification*
 - *Timing: 2-3 mins*
 - *Using our current scoresheet*
 - *Halftime/Field Show:*
 - *No camp routines without choreographer permission*
 - *Timing: 1:00- to 1:30*
 - *Could need a different scoresheet: simplified version with only a few categories - precision choreo and projection*
 - *Solo/Duo/Trio round:*
 - *Financially could be where we make the most money*
 - *Dancers in the DDCA - high school members*
 - *Can happen at the end of the competition*
 - *Grade level instead of genre*
 - *Time limit: 1:30 - 2:30*
 - *Cap solo/duo/trio*
 - *15 and under: 4*
 - *16-25: 5*
 - *26 and above: 6*
 - *Utilize our current scoresheet*
 - *How do we distribute information?*
 - *Clear descriptions could be voted on by the membership without a meeting - link examples along with in writing*
 - *One vote per team*
- o 23-24 Membership registration
 - *Constant contact*
 - *Google form for registration*
 - *Look at options other than pay pal*
- o Routine timing for 23-24 Season – Membership Vote
 - *Keep one minute timing*
 - *Information in newsletter*
 - *Need qualifying time at state*
- o Review State 2023 Feedback

- KT Meeting
 - *Competing routines under OSAA parameters - discussion regarding these*
 - *New proposals for penalty values and contesting of penalty*
 - *List out penalties that happened last year and what was contested*
- Top 3 Strengths/Opportunities
 - Strengths
 - *Venue felt grand and important*
 - *Sound system and announcer were great*
 - *Percentage of teams that placed - equitable between all divisions*
 - Opportunities for Improvement
 - *Team space/Backstage/Security/Cleanliness*
 - *Seating/Crowd Management*
 - *Floor concerns*
 - *Placement*
 - *Speakers off the floor*
 - *Dirt → Carpeted runway to the floor*
- Penalty Value and Judges Affiliations Proposal next steps
 - *We will be submitting these to the OSAA again*
- State Polls (3) next steps
 - Blocking
 - Registration Transparency
 - Scheduling
- OSAA Email
 - State Participation
 - *All comer/First routine is not qualified until 2 minutes, 5 performers*
 - *Second routine - 2 minutes, 5 performers, and a 70 score*
 - *Create an appeal for smaller teams - sick, injury, kids in other sports → James to write the proposal*
 - Blocking
 - *Unconscious bias for the judges*
 - *Low/high scoring competitions - how this can affect where teams end up in a block*
 - *The intent was to block at 10 when categories got big*
 - *Tighter perimeter would make teams feel better about blocking*
 - *Could we look at blocks changing order? Top block goes first, instead of last. Most importantly to be more near their direct competition. Would improve flexibility for the schedule as needed.*
 - *Membership vote: Keep, go away, motify - James motion, Erika second → Danielle to write proposal and post*
 - *10-15 two blocks, 16-20 three blocks*
 - Awards Presentation
 - *Move conversation to June meeting*
 - Culturally Inclusive Category
 - *Move conversation to June meeting*
 - OSAA Handbook (Appeals process, Penalty Values, Timing, Number of Participants)
 - *How can we look at the appeal process to create conversation and learning for coaches and judges*
 - *ReSubmit penalty value proposal and JA proposal*

- o Building up Dance Teams proposal next steps
 - *Discussion surrounding coaches listed above - will follow up at June meetings.*
- o 23-24 Meeting Scheduling
 - June meeting dates
 - *Friday, June 16th on zoom 5:30-8:30PM*
 - *Thursday, June 29th in-person 6-9PM*
 - Regular monthly meeting date/time
 - *Will be determined after a full board is hired*
- o Vote on Board position application
 - *Looking for more applicants - how can we reach a wider audience*
 - *Discussion on how we can reach out to the membership*
 - *Testimonial posts to Roshny for social post*

Reminders & Next Meeting Dates:

- Connect monthly with your call lists
 - o *New board lists will be created at June meeting*
- Please be saving documents in the DDCA's Google Drive
- June Board Meeting
 - o *Friday, June 16th on zoom 5:30-8:30PM*
 - o *Thursday, June 29th in-person 6-9PM*

Meeting adjourned at 12:44 PM.

Notes taken by Mackenzie Johnson, Secretary

Event Director Meeting: 10:00am to 10:30am

- Welcome
- Changes for 23-24
 - Competition Performance Limits
 - 20 performances, 10 of which are HS performances minimum
 - Changes are to better utilize judges
 - Judges Pay Scale
 - Paid for full mileage
- Reminders 23-24
 - Number of Judges (*Festival vs Single Panel*)
 - Need changes of judges prior to one month of competition to schedule judges in advance.
 - Divisions/Number of Rounds
 - Consider one round to save money on judges!
 - Please communicate as soon as you can if there are any changes. Ideal is two weeks out when forms go in.
 - What is the ideal number to break? 15 and 20 is a good base - at least 15 minutes. If you are providing food before 15 minutes is suitable. This is ideal but not required. If providing food in the middle - need a longer break - 20 minutes.
 - Drill Down
 - Tag team is in the event that no callers are available on your weekend or area.
 - Plan to pay your callers!
 - If a situation comes up, reach out to Coral to help facilitate follow up on that situation.
 - Jr. High kids must compete in a separate drill down - can't combine with novice. OSAA rule.
 - If you do not have a certified caller, please do not hold a drill down.
 - Judging Personnel Needs
 - Meals - please offer this! Snack bags are a great option!
 - Submission Info & Process
 - Deadline for changes
 - Who to send info to & What to send
 - Please send information to the board, so we can post it to the website and to the social media
 - Send info to JA in a timely manner! If not complete, send and update as needed. Example: Food will be provided, TBD!
 - Website information
 - Sanctioning Form
 - Sanctioned form completed after!
 - Drill Down Winners
 - Sent to Coral
- Available weekends & event per weekend
- Collection of Fees

End of ED Meeting Discussion:

- Discussion around ASB stickers at our events. Will be discussed at AD meeting.
- Competition calendar will come out in a few weeks - Danielle and Roshney to complete after this weekend.

Spring Membership Mtg: 10:30am to 1:30pm

In attendance: Canby, Centennial, Clackamas, Cleveland, David Douglas, Forest Grove, Gladstone, Grant Union, Gresham, Lebanon, Nelson, North Eugene, Parkrose, Pendelton, Philomath, Rex Putnam, Reynolds, Sam Barlow, Scappoose, Sheldon, Sherwood, Southridge, Sprague, Thurston, Tigard, Tualatin, Valley Catholic, Westview, Wilsonville, Albany Gems, Scappoose MS, Sparks and Sparklers, Crossler, Jr. Jam

- Welcome - Danielle
- Roll Call - Mackenzie
- **Reports (1 hour):**
 - JA Update - Roshny
 - *Actively recruiting judges!*
 - Competition Etiquette Reminders - Danielle
 - Changing Rooms
 - *Utilize bathrooms for personal privacy. This is a coed space and we want everyone to feel comfortable. Most schools do have cameras, windows, etc. Please remind your dancers!*
 - Non-coaches in the back
 - *For the safety of all - only coaches, dancers, and those with parent passes in the back.*
 - Drill Down Reminders – Coral
 - *Certification will be offered after the meeting*
 - *Think about costuming that will not hinder drill down technique: sleeves, pant length, shoes, etc.*
 - *Sportsmanship is a part of drill down - how your dancers react to pullers and what they have to say.*
 - *Looking to certify callers to better serve our state - do you have alumni that may be interested?*
 - Fall Conference/Education – Danielle
 - *Board will discuss and plan at the next few board meetings - look for more information!*
 - Website/Social Media – Chantel
 - *Website is updated - James to take over website, Mackenzie to take over instagram*
 - *Band transition has happened!*
 - What DDCA Governs/What OSAA Governs – Amanda
 - *Locals are governed by DDCA - how we host, and what we do.*
 - *State is hosted by OSAA - where we host, how it is hosted, penalties, etc.*
 - *Remind your parents of this! Going directly to the OSAA, not the board or the DM's of the board.*
 - *Please utilize the board email instead of DM's or band messages. Questions and concerns will get lost if not emailed.*

- *KT sent out an email for feedback - please utilize it to voice your positives and negatives.*
- **Business (1 hour):**
 - o Approve Winter Membership Meeting Minutes (*Membership Vote*) – Mackenzie
 - *Ally from Sprague first, Trisha Sherwood second - approved.*
 - o 23-25 Board Elections – David & Chantel
 - *Vote on band app.*
 - *Thank you to those leaving our board!*
 - *Dave, Chantel, Amanda, and Hayley!*
 - *Debbie Kishabugh - national winner!*
 - o Treasurer's Report – Roshny/Hayley/Danielle
 - *Checking account - \$22,505.58*
 - *Savings account - \$33,589.72*
 - *CD - \$40,000*
 - *All scholarships will be awarded in the fall!*
 - *Academic \$1,000*
 - *Diversity \$1,000 750 500*
 - *Dance: \$1000 for top person, 5A 6A \$750 second, \$500 third, 6A \$400 fourth*
 - *Opportunity: \$4,000*
 - *Total of \$15,000*
 - *Please have letters in by August!*
 - *Please work with your schools to have payments paid. It is best to ask for PO so there is confirmation the process has started. There are still some outstanding payments.*
 - o Membership registration – David
 - *Deadline of October 1, 2023; late fees apply after this date (HS teams)*
 - *Register your coaches and team now! Please do not wait.*
 - *You must be a paid member prior to competing in the fall.*
 - *New registration will go on the website, band, and email.*
 - o Competition Calendar 23-24 – Danielle/Roshny
 - *18 schools have applied to host competitions*
 - *Calendar will come out in the coming weeks.*
 - *Utilize the band to broadcast your event.*
 - *Register early so event directors can plan*
 - o State 2023 Feedback – All
 - *46 teams, 78 performances*
 - *92 possible; 85% of teams had 2 routines*
 - *11 divisions in total*
 - *Getting divisions up to 9 gets 5 trophies awarded*
 - *Performance ReCap*
 - *Positives*
 - *Venue felt grand and important*
 - o *Backdrop enhanced the space*

- o *Seating felt appropriate*
 - *The number of spectators filled the space.*
 - *Was full for the first teams performing*
 - *Adequate space and view for other teams to watch*
- o *Floor was fabulous - no logo to obstruct the dances*
- o *Parking was good*
- o *Destination felt equal for teams across the state*
- o *Music in the front and on the floor was great*
- *Announcer was fantastic*
 - o *He appreciated being on the floor and felt he was able to do his job better*
- *Timing/pacing between events was nice*
- *Percentage of teams that placed - equitable between all divisions*
- *Opportunities for Improvement*
 - *Floor Concerns*
 - o *Coaches would appreciate having the ability to be in the middle of the floor for their team*
 - o *Cleanliness of the floor - concern for safety of dancers*
 - o *Speakers on the floor eliminated space for dancers*
 - *Seating/Crowd Management*
 - o *Seats were saved in large groups by parents and coaches.*
 - *Some seats were never filled throughout the night*
 - *Clearing the arena prior to line entering*
 - o *Management of the line*
 - *Team parents had their own line inside*
 - *Went from one line to three inside*
 - *Confusion about having tickets up causing major backups and frustration in getting to the stands*
 - o *Handicapped seating was not clearly marked and described*
 - o *Management of patrons staying in their seats during performances/waiting to get to their seats in between performances*
 - o *Moving the floor back would better the view for more seats (This was the intention by OSAA)*
 - o *Bleachers were dirty at the top and left dirty for Saturday*
 - *Music*
 - o *Music person with the music in advance*
 - *Team Space/Backstage*
 - o *Backstage security was missing. Many instances where people were backstage who should not have been.*
 - o *Team rooms were small - did not fit larger teams*
 - o *Second building for more team space - getting ready, warming up, etc.*

- o *Team food space was confusing and inadequate - missing chairs and oftentimes left dirty*
- *Schedule of the Day*
 - o *Could pictures, team room time (30 mins was too much), etc. be scheduled ahead of time?*
- *Venue*
 - o *Poor signage in the venue*
 - o *Recommendation to change floor set up:*
 - *Turning the floor to the short side, could allow an on deck position, more of a flow backstage.*
 - o *Lighting options:*
 - *Felt dim*
 - *Could we spotlight the floor to create more of a special atmosphere?*
- *Vendors*
 - o *Concessions food was not great and they ran out of food*
 - o *Onsite apparel was expensive*
 - o *Live feed did not cover the entire floor, blacked out, did not work for large chunks of time.*
- *Disappointing to not receive medals for first and second place teams*
 - o *Tualatin, Canby, Lake Oswego, Silverton, Pendelton, Scappoose, Sheldon, Parkrose, Lebanon purchased*
 - o *Clackamas, Sherwood, Valley Catholic are looking into purchasing them.*
- *Penalty Values ReCap*
- *Registration Process*
 - *Make public school divisions choices – Membership Poll*
 - o *The membership would like it to be public knowledge!*
 - o *Finding out a week beforehand was a huge challenge and scheduling, hotel rooms, funding, etc.*
 - o *Informal vote of those present:*
 - *39 people would like this*
 - *45 members were present.*
 - *Divisions not classifications on specific days – Membership Poll*
 - o *OSAA would have to commit to the classifications on each day*
 - *Informal vote of those present:*
 - *Classifications with more notice on schedule - 35*
 - *3 no, 1 abstain*
- o *Blocking at State – Membership Poll and Discussion*
 - *Question - why did they say it would be removed?*

- *Response was that no other activity blocks, band orchestra cheer speech, all traditional sports are seeded into their bracket. Made the order of performance hard. The reasons felt flimsy.*
- *Discussion for removal of blocking:*
 - *Feels inequitable and preconceived*
 - *Distrust in scoring*
 - *Blocking is signaling to judges as to who should be where*
 - *Teams feel they do not have a chance*
 - *Concern about losing teams to this*
 - *Should be competing against the scoresheet, not comparing other teams*
 - *Holds judges to a higher standard*
 - *The schedule lends more time for the groups that are doing well*
 - *Seating issues for teams who compete first*
 - *Out of state competitions do not have blocking*
 - *With having to qualify the need for blocking goes away*
- *Discussion for keeping blocking:*
 - *Judge perspective - had a hard time remembering teams from hours ago and comparing those two teams. When teams are blocked they are more confident in who ends in top spots.*
 - *Important with large divisions - over 10 or 12*
 - *If we give this away OSAA will most likely not give it back to us*
 - *This is championship event*
 - *Competition of the scoresheet but also against teams*
- *Other discussion:*
 - *Frustrations to come in with higher scores and end up lowering at state*
 - *If we continue to block at state, could we consider adding it to local competitions?*
 - *Lack of communication around blocking*
 - *New coaches may not know this information*
 - *Looking at reviewing guidelines at the fall meeting*
 - *Remove festival style to get divisions done one at a time*
- *Commissioner thoughts: judges did not know what they were judging, they asked if it was blocked, show being scattered was bad for them as well, did not know what categories, judges had been judging all year*
- *3 no modifications*
- *19 go away with blocking*
- *16 with modifications*
- *1 abstain*
- *Tryout Proposal with Cheer – Membership Poll*
 - *Yes, we would like to have an online vote*
- *Chantel service award recipient!*
- **Membership Announcements (15 minutes)**

- o Building up Dance Teams in OR – Debbie Kishpaugh
 - What can we do?
 - *Reach out to schools to ask why and how it can be started!*
 - *Divide into sections - coach mentor in each section to help, be available to answer questions on how-tos,*
 - *DDCA can provide videos on website, basic skills, describe categories, wording*
 - *JA - could offer a prep division to give them an opportunity to compete/perform*
 - *JR state - have a division at this*
 - *Finding a way to help them out and then there*
 - *Questionnaires are going out from OASC to gauge why schools are not competing or having teams, etc.*
 - *Opportunity scholarship could be for a team to start.*
- o *Jr State*
 - *Great and successful event!*
 - *\$9,000 to DDCA*
- o Thunderbird Dance Camp & Portland Rose Festival – David McCall
 - *Link is live! Coaches need to register dancers.*
 - *Practice June 9th*
 - *Video of routine is on band - refer back to the main performance at camp*
 - *Two performances - at MC and audience and then will perform in the parking lot where the parade goes*
 - *Red shirt with logo on the front and rose festival*
 - *US Bank is the sponsor*
 - *Rose festival wants to continue this partnership*

Meeting concluded at 1:32 PM.

Notes taken by Mackenzie Johnson.

**Dance and Drill Coaches Association
Board of Directors Meeting Agenda
Friday, June 16, 2023
Zoom, 5:30pm**

Welcome & Call Meeting to Order – Danielle

In Attendance: Danielle, James, Coral, Ally, Erika, Mackenzie, Elle and Roshny.

- Consent Agenda (10 Minutes)
 - May Meeting Minutes – Mackenzie
 - *Approved via band*
 - Spring Meeting Minutes – Mackenzie
 - *Approved via band*
 - AAC Meeting Update – James
 - *At the May AAC meeting, the DDCA re-presented proposals from last year that had been tabled*
 - *Judges Classification proposal - declined due to inability to staff the proposal as outlined*
 - *Revised Penalty Values - approved and moving to the OSAA Executive Committee*
 - *Five dancer waiver for local competitions to qualify for State - approved and moving to the OSAA Executive Committee. Note - this proposal does not change the minimum number of dancers required for the State Championships*
 - *Technical Judging Checks and Balances Proposal - approved and moving to the OSAA Executive Committee*
 - DDCA Invitational Host Location Update
 - *The 2023 DDCA Invitational will be hosted at Sherwood Middle School*
 - AD Survey Update – Danielle
 - *OACA is working with AD to conduct a survey of schools that indicate to the OSAA that they offer dance, but the teams do not attend the State Championships. Results will be shared with the Board once the survey is completed.*
 - 22-23 Outstanding Fees – Danielle
 - *As of May 18, all outstanding fees for the 22-23 activities were received.*
- Business (2.5 hours)
 - JA Update – Roshny
 - *No Update*
 - 23-24 Board Duty Assignments
 - *Reformat Treasurer Role*
 - *Finance committee to take on the task as a group*
 - *Ally, Erika, Coral, Roshny, & Danielle*
 - *Chair Elect - in training to become the next chair - Tabling*
 - *Secretary - Mackenzie*
 - *Membership - Elle*
 - *Website - James*
 - *Drill Down - Coral*

- *Social - Ally/Mackenzie/Elle to share!*
 - *OSAA Rep - James and Amanda*
 - *Commissioner - Roshny*
 - *Invitational - Erika, Danielle, Coral*
 - *All State - Danielle will check in with Hayley, Coral interested in supporting*
 - *Awards - Tabling*
 - *Conference - Tabling*
 - *Competition Sanctioning - Roshny*
 - *OSAA Today articles - James*
 - *Scholarship - Roshny*
 - *Jr. Team Liaison - Erika and Coral*
 - *Erika will take over apparel (Board and Invitational, etc.)*
 - o Board Member Application Review
 - *Erika motions to accept Karalee into the board, Ally seconds the motion*
 - *5 in favor, 2 abstain*
 - o Fall Meeting/Education Opportunity/Conference date
 - *Focus - 0 to 5 year coaches education*
 - *Larger conference in the Spring - include Coaches/Judges awards banquet*
 - o All State/Winter Meeting will be **January 14, 2024.**
 - o Summer Committee Work
 - *Fall + Spring Conferences: James, Elle, Karalee, Mackenzie (lead)*
 - *Financial Controls/Committee: Erika, Ally, Coral, Roshny & Danielle (lead)*
 - *Bylaw Updates: Danielle*
 - *Business Memberships: Elle & Roshny*
 - o *Important Dates for the 2023-2024 Season*
 - *Fall Meeting + Education: September 9, 2023*
 - *All State and Winter Meeting: January 14, 2024*
 - *Spring Awards Banquet + Education + Spring Meeting: April 27, 2024*
 - *Jr. State April 12-13, 2024*
 - o Treasurer Report – Danielle/Roshny
 - *Reviewed May financials*
 - *Roshny and Danielle will put together a draft budget to present at the next meeting.*
 - *Payment Deadlines & Reminders - need to bring back payment deadlines.*
 - o Membership Feedback
 - *Blocking Survey Results Reviewed*
 - *New Category Vote Results Reviewed*
 - *Extend the deadline to respond by one week*
 - o DDCA Invitational Next Steps
 - *Music Provider - offer to split the cost with Sherwood*
 - *James is reaching out to a potential vendor*
 - *Media Campaign around the event - Ally will work Kenzie*
 - o June Meeting Part 2 Host - Ally will look at Tualatin
- Tabled Agenda Items
 - Building up Dance Teams proposal next steps
 - Outstanding OSAA Discussion Items
 - o Awards Presentation Timing

- o Culturally Inclusive Category
- 23-24 Meeting Schedule
 - o Board Meeting September 2023-May 2024
 - o JA Trainings
- 23-24 Board Goals
- Board Call Lists/Shared Drive/Board Emails/Operations

Reminders & Next Meeting Dates:

- Connect monthly with your call lists
- Please be saving documents in the DDCA's Google Drive
- June Board Meeting, June 29, 6:00pm

**Dance and Drill Coaches Association
Board of Directors Meeting Agenda
Thursday, June 29, 2023
Tualatin High School, 6:00pm**

Welcome & Call Meeting to Order – Danielle

In Attendance: Mackenzie, Karalee, Erika, Ally, Elle, Coral, Danielle, Roshny, and James

- Board Growth (30 minutes)
 - DDCA Manual Review (Overview + Section 1) – Danielle
 - Board Call Lists/Shared Drive/Board Emails/Operations – Danielle
 - Utilize band group chat feature to communicate with your schools
 - Utilize DDCA emails when uploading information to DDCA drive

- Business (2.5 hours)
 - June 19 Meeting Minutes – Mackenzie
 - Meeting minutes from 6/16 and 6/29 will be uploaded together.
 - Newsletter
 - Business Membership Letter – James/Elle
 - CD Renewal – Danielle
 - Coral motions to keep it in the CD for three more months, Erika seconds
 - 9 in favor - motion passed
 - Open Board Duties
 - Conference - Karalee will lead the committee
 - Conference committee will include Mackenzie, Elle, James
 - 23-24 Meeting Schedule
 - Board Meetings September 2023-May 2024
 - Sunday 10 AM - 1 PM
 - Sept*/Oct/Nov - Erika's Studio
 - August 29th at 6 - 9 PM*
 - Dec/Jan/Feb - West Linn/Tualatin
 - Mar/Apr/May - Gresham area
 - JA Trainings
 - Committee Meetings
 - Fall Conference/Spring Conference Parameters
 - DDCA Raffle Fundraiser – James
 - Timeline & Logistics
 - Start in August, end at our Fall conference
 - Different price level of raffle tickets
 - Social Posts
 - Highlight each package with social posts
 - Board commitment to share these social posts
 - Utilize facebook to boost some posts
 - Treasurer Report – Danielle/Roshny
 - 22-23 Budget to Actuals through 5.31.23
 - 23-24 Draft Budget
 - Mackenzie motions to pass this budget, Ally seconds
 - 9 in favor - Budget passes

- o Building up Dance Teams proposal next steps
- o 23-24 Board Goals
 - *Streamline and update the website*
 - *JA - Increase judges pool and build a training that is worthwhile to new judges and veteran judges.*
 - *Increase business memberships from eight to twelve*
 - *Moving to a more robust conference in the spring*
 - *Diversification of our scholarship revenue*
 - *Create a brand for our social media*
 - *Streamline drill down caller availability to set up competition directors for success and better tracking*
 - *Evaluation and update of Jr. team services*
 - *Have a full and complete Board and JALT*
- Tabled Agenda Items (*September Meeting*)
 - o JR. Team Membership Fee – Erika & Coral
 - o Hour-A-Thon Fundraiser supporting the DDCA
 - o Open Board Duties:
 - Chair-Elect
 - Awards
 - Scholar Athlete
 - o Outstanding OSAA Discussion Items
 - Awards Presentation Timing
 - Culturally Inclusive Category

Reminders & Next Meeting Dates:

- Connect monthly with your call lists
- Please be saving documents in the DDCA's Google Drive
- September Board Meeting - August 29th 6-9 PM at Erika's studio

**Dance and Drill Coaches Association
Board of Directors Meeting Agenda
Tuesday, August 29, 2023
Forest Grove High School, 6:00pm**

Welcome & Call Meeting to Order – Danielle

Attendance: James, Erika, Danielle, Ally, Mackenzie, Coral, Karalee, Roshny, Elle

- Consent Agenda (10 Minutes)
 - June 16 & June 29 Meeting Minutes – Mackenzie
 - *Approved via band.*
 - Additional Competition – Danielle
 - *Gresham High School was added as a competition host on January 27, 2024.*
 - Blocking Survey/New Category Vote – Danielle
 - Blocking Survey (32 teams responding):*
 - *Blocking with Modifications: 11 teams*
 - *Continue Blocking as is: 10 teams*
 - *Remove Blocking: 10 teams**Based on this survey, about 2/3rds of the teams would like to see blocking continue.*
 - New Category Vote (33 teams responding):*
 - *Game Day - 6 teams*
 - *Halftime - 11 teams*
 - *None - 4 teams*
 - *Solo/Duo/Trios - 12 teams**We will add Solo/Duo/Trios to our Fall competition schedule. We need to determine what the score sheet will look like for this category.*
 - DDCA CD Update – Danielle
 - *Through our CD investments, the DDCA has earned \$705.43 in interest income since January 2023. The current balance of our CD is \$49,705.43. This money has been invested in another 3-month CD (July 19 to October 19, 2023) at 3.0% APY.*
 - Membership Registration update – Elle
 - *Teams Registered not paid: 25*
 - *HS Teams Paid: 15*
 - *Jr Teams Paid: 1*
 - *Business Members: 1*
 - *Judges Registered: 14*
 - DDCA Raffle Fundraiser Update – James
 - *Total donations received: \$608*
 - *Total entries: 207 (all items)*
 - *Total number of participants that have entered: 25*
 - *Note: Whitebird season subscriptions, NW Dance Project subscription, Bodyvox 30-day pass have ZERO entries.*
 - Conference Registration Numbers - James
 - *RSVP Board Members: Three*
 - *RSVP unpaid: One coach*
 - *RSVP paid: None*

- o AD Survey Update – Danielle
 - *OACA has indicated that they will send the dance survey to AD the week of August 30. Results will be shared with the Board once the survey is completed. September 12, Danielle and Kenzie will host a Zoom meeting for schools that offer dance but have questions regarding the DDCA, local competitions, and State.*

Mackenzie motions to approve consent agenda, Ally second. All in favor.

- Board Growth (20 minutes)
 - o DDCA Manual Review ([Section 2 \(page 18\) + Section 3 \(page 19\)](#)) – Danielle
 - o Goal Review ([link](#)) – Danielle
 - *Streamline and update the website*
 - *Changes have begun!*
 - *JA - Increase judges pool and build a training that is worthwhile to new judges and veteran judges.*
 - *15 interns going into this season*
 - *Increase business memberships from eight to twelve*
 - *Using the conference to help build this.*
 - *Moving to a more robust conference in the spring*
 - *Discussion on how we can begin to build this.*
 - *Diversification of our scholarship revenue*
 - *Raffle has been a great start.*
 - *QR codes could be used during pass the hat, set up at check in.*
 - *Create a brand for our social media*
 - *Ally and Mackenzie are working on this.*
 - *Streamline drill down caller availability to set up competition directors for success and better tracking*
 - *Working off of previous lists and looking to increase with new season memberships*
 - *Evaluation and update of Jr. team services*
 - *Continued discussion surrounding how we get the MS teams involved*
 - *Adding an educational opportunity for MS teams*
 - *Identify leader in MS team group as a liaison between MS and the Board - Coral and Erika will meet*
 - *Have a full and complete Board and JALT*
- Business (2 hours; 30 minutes)
 - o Treasurer Report – Danielle/Roshny
 - *22-23 Budget to Actuals (final as of 7.31.23)*
 - *Background check fees*
 - *Adjustment for 23-24 background check fees (Board vote)*
 - *\$1,000 adjustment for two years worth. Mackenzie motions to approve, Elle seconded. 7 in favor, 2 abstain.*
 - *JV team membership fees*
 - o JA Update/Training Question – Roshny
 - *Membership Dues Registration/Tracking payments*

- *First JALT meeting on Sunday the 3rd*
- *NDCA group discount for JA's - would credential all judges in OR. Would streamline veteran and rookie judges. \$50 per judge in the first training and \$50 membership fee.*
- *Judge pays membership fee upfront then will be reimbursed first half after fall competitions and reimbursed the second half after winter competitions.*
 - *Karalee motions, James seconds - 7 in favor, 2 abstain*
- *JALT open positions Education and Evaluations*
- o Business Memberships – Elle
 - *Raffle Business Partner Collaborations - James*
- o ED Contract & Additional Annual Reminders – Roshny
- o OSAA Update – Danielle
 - *Missy new OSAA rep.*
- o Financial Procedures & Policies (*Vote needed*) – Danielle
 - *Mackenzie motions to approve, Elle second. - 7 in favor, 2 abstain*
- o Fall Education Symposium – Karalee
 - Board Assignments
 - *Elle and James helping with registration - needing more*
 - *Board members there to greet*
 - *Qdoba to deliver - James and Coral to help with food*
 - *Erika and Ally - tech support*
 - Logistics
 - *Classrooms for lecture, gym and dance room for moving classes*
 - *Need projector and screen at WLHS and microphone*
 - *Danielle/Roshny to instacart drinks*
 - *Erika will bring a couple, Karalee, and Coral to bring ice chests*
 - Registrations
 - *Anticipating 20 participants*
 - *Board commitment to reach out to call lists to advertise Fall Education and Membership meeting*
 - *Incentives: movie basket raffle - Danielle gift card, Mackenzie popcorn, Karalee dutch card, Aviation museum tickets, H&M giftcard, Seattle chocolate, Mackenzie will provide a basket. NDCA membership in gift basket?*
 - *Graphic that we can share! Mackenzie will create.*
- o *Spring Conference Discussion*
 - *Date reminder: April 27, 2023*
 - *Discussion around venue options for both the conference (school) and the awards dinner (nearby location)*
 - *Committee meeting to be scheduled in October at West Linn High School*
- o Raffle Outstanding Questions – James
 - *Additional items donated*
 - *Discount code option - not available*
 - *Add an agenda line to the membership meeting to discuss the raffle!*
- o Solo/Duo/Trio Scoresheet (*Vote needed*) – Erika & Roshny
 - *Ally motions to approve, Elle seconds. 8 in favor, 1 abstain. The membership will vote at the fall meeting.*
- o All State Director – Danielle
 - *Fill Role - reaching out to membership*

- Choreographer Update
 - *Board members will reach out to contacts they have - follow up in the October meeting*
 - *College dance team members as assistants*
 - *Need location to host - board members to check in with school availability, think about custodial support*
- Fall Membership Meeting Agenda – Danielle
- *Scholarships have been paid out except for two.*
- *Opportunity scholarship - goal of getting this live and out to membership on Sept. 9th*
- Tabled Agenda Items (*September Meeting*)
 - JR. Team Membership Fee – Erika & Coral
 - Hour-A-Thon Fundraiser supporting the DDCA
 - Open Board Duties:
 - Chair-Elect
 - Awards
 - Scholar Athlete
 - Outstanding OSAA Discussion Items
 - Awards Presentation Timing
 - Culturally Inclusive Category

Reminders & Next Meeting Dates:

- Connect monthly with your call lists
- Please be saving documents in the DDCA's Google Drive
- Fall Education symposium & Membership Meeting – September 9, 2023, West Linn High School
 - Fall Education – 8:00am to 1:00pm, lunch included
 - Fall Membership Meeting – 1:15pm to 4:15pm
 - Drill Down Caller/Puller Certification following Membership Meeting
- JA Judges Workshop – October 7, 2023, 10:00am to 4:00pm, OSAA Offices (tentative)
- OSAA Title IX 101 Webinar – September 21, 10:00am to 11:30am
- October Board Meeting – 10:00am to 1:00pm, Erika's Studio

Dance Drill Coaches Association
Fall Membership Meeting Agenda
Saturday, September 9, West Linn High School

- Welcome - Danielle
- Roll Call – Mackenzie

In attendance: Centennial, Cleveland, Grant, Gresham, Milwaukie, Mountainside, Nelson, North Eugene, Parkrose, Philomath, Putnam, Reynolds, Sam Barlow, Sheldon, Tualatin, West Albany, Albany Gems, Dexter McCarty, Sandy, Tigard, Canby, Douglas, Lincoln, Scappoose, Southridge, Sprague, Thurston, West Linn, Synergy, Wilsonville, Ivana T and David M.

- **Reports (1 hour 30 minutes):**

- JA Update - Roshny
 - *JALT is back and available through email.*
 - *18 interns*
 - *98% of performance judges will go through NDCA level one judges training*
 - *Judges training scheduled for October 7, 2023 at OSAA in Wilsonville*
- Competition Reminders - Roshny
 - *Etiquette: Changing Rooms/Non-coaches in the back*
 - *Sanctioning will be done by Roshny*
 - *Reminder about injury policy, location of AED, trainer, anything emergency related, etc.*
 - *Solo/Duo/Trio category*
 - *New scoresheet to vote on today!*
 - *Can be found on the DDCA website.*
 - *Amount of solos/duos/trios depends on size of team*
- Drill Down Reminders – Coral
 - *Caller/Puller certification will be offered after the meeting*
 - *There will be a list/calendar of callers who are available for competition directors to schedule from.*
 - *Hoping to avoid “tag team” calling*
 - *Please contact Coral for any complaints.*
- Board Goals - James
 - *Streamline and update website - has begun!*
 - *JA would like to increase judging pool and create education for new and veteran judges*
 - *Increase business memberships - Goal of 12*
 - *Moving towards a robust conference in the spring*
 - *Diversification of scholarship revenue*
 - *Create a brand for our social media*
 - *Streamline drill down caller availability*
 - *Evaluation and update of our junior team services*
 - *Have a full and complete Board and JALT.*
- Spring Conference/Awards Celebration – Karalee
 - *Increase number of attendees*
 - *Reach out to the board regarding what you would like to see at our conference or a suggestion of a class, etc.*
 - *Conference at a local high school with a nearby venue for awards and dinner banquet. Please reach out if you have ideas of locations or school availability!*
- DDCA Invitational – Danielle
 - *December 9, 2023 will be the Invitational*
 - *Open to everyone!*

- *End of novelty, contemporary, solo/duo/trio*
- *Drill down will be happening the same*
- *Hosted at Sherwood Middle School (The old high school)*
- o All State 2024 – Danielle
 - *Date: January 14, 2024*
 - *Looking for a location*
 - *Looking for a choreographer*
 - *Similar run of day: will learn a portion beforehand, perform, cut made, learn the rest of the routine, etc.*
 - *We anticipate that dancers will be invited to perform both nights*
 - *Requirements: senior and in good standing, checklist of skills they should be prepared to do in the routine*
- o Website - James
 - *Working on updating the website and utilizing the features to its fullest potential.*
- o Social Media – Mackenzie
 - *Please tag DDCAofficial on instagram to be shared on stories!*
- o Scholarships – Roshny
 - *Working to close out 22-23 scholarships - two dancers that have not returned forms yet*
 - *Opportunity scholarship is now live and on the website. **Deadline is October 15, 2023***
 - *scholarship@ddcaoregon.org with any questions!*
- o OSAA AAC Proposal Status Update – James
 - *4 proposals - no updates*
 - *Penalty value proposal and how it affected*
 - *5 minimum dancers*
 - *Affiliations and how didn't work for our association*
- o Building up Dance Teams in OR Update – Danielle
 - AD Survey
 - *66 responses - 34 AD, 32 from coaches*
 - *Will be following up to those*
 - Introduction to Competition Webinar
 - *September 12, 2023, 7:30 PM*
 - *Focused on teams that want to compete, first year coaches, and programs who have had a break from competitions and are coming back*
 - *Logistics and a setting to ask questions*
 - *11 schools currently registered*
 - *Recording will be available*
- **Business (1 hour 15 minutes):**
 - o Approve Spring Membership Meeting Minutes (Vote – per member) – Mackenzie
 - *Ronda motions, Ally seconds*
 - *27 in favor, 0 opposed, 0 abstain*
 - o Open Board Position/All State Position – Danielle
 - *One open board position - please apply!*
 - *All State coordinator position is now open to our membership. Link to apply will be in the newsletter and online. If you have questions about the position, please reach out to the board. There is a small stipend that comes with the position.*
 - o Treasurer's Report – Ally
 - *2022-2023 DDCA Budget Actuals*

- 2023-2024 DDCA Proposed Budget (Vote – per member)
 - *Amanda Wilcox motions, Ally seconds*
 - *35 in favor, 0 opposed, 0 abstain*
- o OSAA Update – Danielle
 - New Rep
 - *Missy, formally from OES as an AD and golf coach*
 - Changes for the coming year
 - *OSAA would like us to move to a model to qualify with minimum 5 dancers, and minimum 2 minutes, 1:30 for kick. This matches what other OSAA sports have to do to qualify.*
 - *You can still attend local competitions without those minimums, but it does not qualify until you reach that mark.*
 - *Minimum performer, minimum time, and score of 70 for second routine.*
 - *Submitted an appeal to SAC if the number of dancers is not met for any reason. This would be very rarely used, and is not yet approved.*
 - *Sanctioned vs. unsanctioned*
 - *We sanction competitions based on our DDCA rules and policies*
 - *Sanctioned competition meaning from OSAA that rules are followed to qualify for the state competition.*
 - *OSAA will go back to original proposal for blocking:*
 - *10 or more will be blocked*
 - *9 or under will not be blocked*
 - *5A jazz, 6A traditional would be the only two blocked from the previous state contest*
 - *They will be pulling your highest score from your sanctioned performance*
 - *Kick division*
 - *KT allowed it to compete last year*
 - *Missy advocated for the kick division to be offered at state, regardless of the number of teams that enter the division*
 - *If less than five teams compete this year they will be dissolving the category*
 - *Board will be working on language for how we dissolve categories*
 - Title IX Webinar
 - *10 AM on September 21, 2023*
 - *Recording will be available!*
- o Solo/Duo/Trio Scoresheet (Vote – one per school) – Roshny/Erika
 - *Amanda motions, Ally seconds*
 - *15 in favor, 0 opposed, 4 abstain*
 - *Questions*
 - *Does it count towards your 55 in total? Yes, it does.*
 - *Entry fee prices? Up to the individual competition director. Examples: solo/duo/trio included in team entry fee, others are*
- o DDCA Raffle - James
 - Total Raised & Winner Announcement
 - *\$1,500 raised*
 - *35 participants*
- o DDCA Fall Symposium Gift Basket Winner – Karalee
 - *Cassie from Wilsonville!*

- **Membership Announcements (15 minutes)**

David McCall - Portland Rose Festival Association

- *Thank you for participating in the rose festival this year!*
- *Looking for 100+ dancers to participate this coming year*
- *Will open at the winter meeting*
- *Second weekend in June*

Ivana T

- *18 interns going into this season*
- *Rolling basis, no time requirements!*

Hilary

- *Actively searching for coaches living in the Eugene area!*

Annie

- *Costumes here for sale!*

Glencoe is also selling out their costume closet!

- **Reminders:**

- o Introduction to Competition: September 12, 2023, 7:30pm (Zoom)
- o Title IX 101 for Athletic Staff: September 21, 2023, 10:00am (Zoom)
- o Connect with your Board Member to stay up to date on DDCA Events
- o Follow the DDCA on social media:
 - @DDCAOfficial (Instagram & Twitter)
 - @or_judges (Instagram)
 - Join us on Band (HS Band, MS/Club Band, Judges Band)

**Dance and Drill Coaches Association
Board of Directors Meeting Agenda
Sunday, October 1, 2023
Erika's Studio, 10:00 am to 1:00pm**

Welcome & Call Meeting to Order – Danielle

In Attendance: Mackenzie, Ally, Erika, Elle, Coral, Danielle, Roshny, Karalee, James

- Consent Agenda (10 Minutes)
 - August & Fall Membership Meeting Minutes – Kenzie
 - *Approved via band.*
 - OSAA AAC Update – James

Shared with the committee that DDCA held an Introduction Webinar session for new programs/new coaches.

Opened up a conversation about bringing back state medals, but Peter Weber was reluctant about bringing them back. He said the reluctance was regarding the fact that teams could win multiple state medals, and the value of earning the medal is not as exclusive. This is the main reason that deters them from providing medals. Cost was not really the issue, but maybe further discussion about dancers purchasing them at cost could be made.

Proposals that were denied:

- *Judges Affiliations - revisit from Spring 21 AAC Mtg-*
 - *Failed to pass the Activities Advisory Committee, Fail 3-4*
 - *Not discussed on 9/27*
- *Checks and Balances proposal - revisit from Spring 21 AAC Mtg-*
 - *Supported by the Committee 7-0*
 - *Denied by the Executive Board - no discussion at the 9/27 AAC Meeting*
- *Penalty Value Alignment proposal - revisit from Spring 21 AAC Mtg-*
 - *Supported by the Committee 7-0*
 - *The Executive Board is asking for data/information to align with the penalty value/reduction, then it can be resubmitted.*
- *Waiver process for minimum number - NEW at Spring AAC Mtg-*
 - *Supported by the Committee 7-0*
 - *Denied by the Executive Board - Executive Board feels that rules/guidelines must be in place and followed.*

Proposals that they would like to hear more from us about: Penalty Value Alignment Proposal:

- *It was clear they don't understand the dynamics of a safety penalty and the reasons teams get them. For instance, stepping on a shoe that falls off, or stepping on a piece of a pom, or wearing a hair tie on the wrist... these are marked as safety violations in the total numbers of penalties given in a season, but in the big picture are not due to lack of following the rules, but something that happens in the moment. The OSAA Executive Committee Rep admitted the Executive Committee was not understanding this and would like more clarity in the proposal, or to have us attend a meeting in person to clarify.*
- *As far as stunts, they admitted that they don't understand the level of danger in the stunts that dance usually performs. We explained that stunts are never executed with rules intentionally*

ignored, and/or we don't have repeat offenders violating the rules in a neglectful way that puts dancers in repeated danger.

- *Amanda and James think it would be beneficial for DDCA to attend the next Executive Board meeting in person, possibly with a proposal update/rewrite/clarification, to discuss in person why and how this proposal could/should be passed/approved. We should paint a picture of each of the 10-11 safety penalties that were given last season (all of them) with what we know about why and how they happened.*
 - Introduction to Competition Webinar – Danielle

Five schools attended the Introduction to Competition webinar. Schools represented included: Banks, Century, Hilhi, Newberg, and Roosevelt.

○ Judge Membership/Training Through NDCA – Roshny
After more information was received about the NDCA process the Board voted to pay the judges membership upfront rather than do a reimbursement. 7 in favor; no opposed; 2 abstained

○ DDCA Raffle Funds Raised – James
\$1,505.06 was raised from the DDCA Raffle! Thank you to everyone who donated prizes, purchased tickets and/or made a donation to the scholarship fund, and shared the posts. Congratulations to the raffle winners.

- **Top Shout Outs**
 - Canby – 88
 - Parkrose – 37
 - Lake Oswego – 36
 - Grant - 29
- **Top Funds Raised**
 - Canby – \$285
 - Parkrose – \$260
 - Grant - \$192
 - Lake Oswego - \$100
- *Congratulations to Canby who will be receiving a complimentary entry to the DDCA Invitational*

Additional Scholarship Raffle?

- *My thought, if we do another round of raffles, is that we create a handful of "baskets" that include dynamic items that go together... Wine basket - Dinner Basket - Sports Basket - Etc. Rather than doing individual isolated item prizes. Especially if we do something leading up to the DDCA invitational.*
- *I am happy to organize the Betterworld platform for the raffle and, but would love some help gathering items/prizes. Let me know if this is something we want to do again. Things that might be fun --- Christmas events/shows, dinners at restaurants, coffee shop gift cards, game tickets, OMSI & Museum tickets, WINE AND BEER...*
- Board Growth (20 minutes)
 - DDCA Manual Review ([Section 4, page 20](#); [Section 5, page 22](#)) – Danielle
 - *Tabled to next meeting*
 - Goal Review ([link](#)) – Danielle
 - *Discussion surrounding updates - nothing major to report.*
 - *Board will keep moving forward towards goals.*

- *Update form for board application on website and form to reflect that application will close when position is filled.*
- *Business (2 hours; 30 minutes)*
 - *Treasurer Report –*
 - *23-24 Budget to Actuals (as of 8.31.23) - Ally*
 - *DDCA CD Renewal – Danielle*
 - *Erika motions, Mackenzie seconds - 6 in favor, 0 opposed, 0 abstains*
 - *Unpaid Fee tracking*
 - *Elle has a good method for tracking membership payments as they come in.*
 - *Coral will go to the mailbox before Wednesday and update.*
 - *Elle will follow up with those unpaid memberships*
 - *Danielle will follow up with outstanding competition fees and conference*
 - *Roshny will follow up with Judges*
 - *Finance committee will finalize a process for DDCA fees and the invitational. Ideal is payment before the event.*
 - *Keep credit card options and check options.*
 - *Membership Band updates*
 - *Request that members update their titles in band to reflect what school or associations.*
 - *Request that members upload a photo as a photo of themselves or a school logo.*
 - *Elle will update the band by adding or removing those in band when membership list is updated.*
 - *JA – Roshny*
 - *Oct. 7th training is set to happen next week! A lot of judges are interested in being cross trained, which is great.*
 - *Flying in Judges for the 23-24 season*
 - *JA is looking to bring in judges six to eight times throughout the season. Discussion surrounding budget and what potential needs there might be.*
 - *JA will confirm the schedule and get back to the board.*
 - *Budgeted \$650*
 - *Mileage expense \$5,000*
 - *ED Contract & Additional Annual Reminders*
 - *Puller and caller list live google sheet will be sent out so it can be continually updated.*
 - *Membership Updates – Elle*
 - *Number of current registered members*
 - *36 paid HS teams*
 - *2 paid MS teams*
 - *3 teams with PO and check request*
 - *22 have filled out form and are **unpaid***
 - *2 confirmed business, 2 waiting for payment*
 - *Drill Down Caller/Puller update – Coral*
 - *List is up to date*
 - *State has pre-selected pullers and callers - this will happen closer to state competition.*

- *Zoom puller certification will be scheduled*
- o Opportunity Scholarship Next Steps – Roshny
 - *Judging panel TBD - if interested in participating reach out to Roshny*
 - *Will close in 14 days - 8 applicants so far*
 - *Scholarships will be determined by November 1, 2023*
 - *Teams must have membership dues paid for applicants to be considered*
- o Fall Educational Symposium – Karalee
 - Feedback/Survey
 - *Karalee to create, board to approve, get sent out to gather information from membership*
 - *Good verbal feedback day of and after.*
 - *Discussion surrounding picking a consistent date for future fall conferences.*
- o Solo/Duo/Trio Guidance Needed for Division breakdowns (Vote needed) – Erika & Roshny
 - Solos – by grade
 - *9th, 10th, 11th, 12th - no classification or style*
 - Duo/Trio – by grade? School classification? Other?
 - *One category each*
 - *No grade, classification, or style breakdown*
 - *Duo and Trio separate*
 - *Option if large number of entries - Division breakdown is up to the discretion of the competition*
 - *Erika motions, Karalee seconds - 9 in favor, 0 opposed, 0 abstains*
- o All State Director – Danielle
 - Review Director Application (Vote needed)
 - *Liisa Stockbridge all state director: Roshny motions, Ally seconded - 9 in favor, 0 opposed, 0 abstains*
 - Location update
 - *Wilsonville High School*
 - Choreographer Next Steps
 - *No current leads - Board still working to find*
- o DDCA Invitational Differentiators – Karalee
 - *Discussion surrounding adding a JA eval show element to the invitational*
 - *Discussion surrounding the number of judges budgeted for the event and how the JA can staff it*
 - *Trophy recycle*
 - *Affordable option - only needing to update the plaques*
 - *Feels good to recycle trophies that would have otherwise been thrown away*
 - *Budget event - supports the DDCA overall budget*
 - *Ask for old trophy donations from the membership*
 - *Erika will lead the charge on trophy donation and organization*
 - *Reuse championship trophies for contemporary, modern and novelty*
 - *50% trophy awarded - 10 sets of trophies needed*
 - *Adhere to deadline*
 - *Pay rate for judges*
 - *\$125 rate for judges at or below 55 number of performances*
 - *\$150 rate for judges at or above 56 number of performances*

- *Head judge rate is \$150 1-55 performances, \$175 56+ performances plus mileage*
 - *Number of judges*
 - *Panels of four - same as last year's Championship event.*
 - *Photography*
 - *\$60 per team, pending photographer agreement, \$10 going to DDCA*
 - *Photographer will be at practice rounds to see what the routines look like to get an idea of what to shoot during the round*
 - *Karalee motions as discussed, Erika seconds - 7 in favor, 0 opposed, 1 abstain*
- *Fill Open Board roles – Danielle*
 - *Chair-Elect*
 - *Awards - Process begins in December*
 - *Scholar Athlete - February*
- *DDCA Manual updates*
 - *Karalee and Mackenzie to help Danielle*
- *JALT - Flying interns in*
 - *JA motions to establish a policy that we do not reimburse for travel or flights for interns to certify,*
 - *Karalee seconds - 8 in favor, 0 opposed, 0 abstain*
- *Tabled for November Meeting*
 - *OSAA State 2025 – Danielle*
 - *Potential for three routines per team; begin to discuss options for the membership to consider*
 - *Kick division may be collapsing - Is there a division we would replace this with?*
- *Tabled Agenda Items (September Meeting)*
 - *Jr. Team Membership Fee – Erika & Coral - Tabled to December*
 - *Jr. Team Liaison – Erika & Coral - Tabled to December*
 - *Hour-A-Thon Fundraiser supporting the DDCA*
 - *Outstanding OSAA Discussion Items*
 - *Awards Presentation Timing*
 - *Culturally Inclusive Category*

Reminders & Next Meeting Dates:

- *Connect monthly with your call lists*
- *Please be saving documents in the DDCA's Google Drive*
- *JA Judges Workshop – October 7, 2023, 10:00am to 3:00pm, OSAA Offices (tentative)*
- *Next Board Meeting – November 5, 2023, 10:00am to 1:00pm, Erika's Studio*

**Dance and Drill Coaches Association
Board of Directors Meeting Agenda
Sunday, November 5, 2023
Zoom, 6:00 pm to 9:00pm**

Welcome & Call Meeting to Order – Danielle

Attendance: *Danielle, Ally, Elle, James, Coral, Karalee, Mackenzie, Liisa, Erika, Roshny*

- Consent Agenda (5 Minutes)
 - DDCA CD – Danielle
 - *Our CD has rolled over for another 6 month term at 4% interest rate. We have earned \$1,077.65 interest income in 2023.*
 - All State Stipend Increase – Danielle
 - *It was requested to review the All-State Director stipend since the role will now be filled by a non-Board member. The Board reviewed the stipend amount and voted to increase the stipend to \$275 for the 23-24 year. 8 in favor, 1 abstain, 0 opposed.*
 - *Ally motions, Mackenzie seconded - 6 in favor, 0 abstain, 0 abstain*
- All State – Liisa (15 minutes)
 - Updates/Next Steps
 - *Choreographer*
 - *Stephanie Mores (sp?)*
 - *Savannah Lee, a blazer dancer, is available*
 - *Registration is live*
 - *Scheduled to walk through Wilsonville after Thanksgiving*
 - *Began process of finding judges*
 - *Number bibs - confirming where they are located*
 - *Discussion surrounding starting with Jazz or Contemporary, it was hip hop for 2023.*
 - *Reaching out to UofP dancers as assistants*
 - *Certificates - Will be passed out day of and Erika will hand write them day of*
 - *Dance scholarships are announced at state competition*
 - *JA will provide tabulators*
 - Invoices
 - *Weekly update with registrations between James and Liisa*
 - *12 RSVP'd, 1 paid*
- Board Growth (20 minutes)
 - DDCA Manual Review ([Section 4, page 20](#); [Section 5, page 22](#)) – Danielle
 - Goal Review ([link](#)) – Danielle
 - *Board reviewed goals*
- Business (2 hours; 20 minutes)
 - Band Communications - Danielle
 - *Please respond in a timely fashion in order for business to continue moving forward. Minimum every 48 hours.*
 - October Meeting Minutes – Mackenzie

- *Karalee motion, Elle seconds - 9 in favor, 0 opposed, 0 abstain*
- o Treasurer Report – Ally
 - 23-24 Budget to Actuals (as of 9.30.23)
 - *Board to put some energy behind business memberships*
 - *Fall education should break even when final dues are paid*
 - Unpaid Fee tracking
- o Scholarship Fundraising – James
 - Fall Raffle Follow-up Paperwork
 - *James will follow up on any paperwork*
 - Winter Raffle
 - *5 in hand, 6 or 7 in the works*
 - *Sliding scale depending on donation amount for a majority of the raffle. There will also be a few that will have fixed prices.*
 - *Opening the Monday of Thanksgiving, closing on Invitational day*
 - Competition Flyer
 - *Competition directors should have these posted and a part of the announcers directions*
- o JA Update – Roshny
 - *Training went well, reaching out for feedback*
 - *NDCA training was successful for the judging pool*
- o Membership Updates – Elle
 - Number of current registered members & vendors
 - *Three current business members - one paid, two unpaid*
 - *Board discussion surrounding additional businesses we can reach out to*
 - Unpaid Memberships Dues & Late fees
 - *Four teams to follow up about payment*
 - Membership Band Updates
 - *Non-registered coaches or associates will be removed from Band*
 - Roster for Coaches Communications
 - *Send out in newsletter and post in band*
- o DDCA Scholarships – Roshny
 - Opportunity Awards
 - *15 applicants - broken up into three categories based on applications - high, medium and low need*
 - *50% for everyone in high need and two dancers in the medium need.*
 - *All applicants will receive an amount.*
 - Diversity Excellence & Academic Scholarship opening/closing date
 - *Roshny is working on finalizing this information to bring to the Board.*
- o Fall Educational Symposium Survey – Karalee
 - *Discussion surrounding finalization the survey*
- o Spring Conference Discussion
 - *Committee to meet to finalize thoughts on what the spring conference and award dinner will look like. Will report at the December Board meeting.*
- o DDCA Invite – Danielle
 - Sound System Costs (see proposal)
 - *Reach out to Dan as a first option, with a student to help with computer and pressing play*

- *Second option to rent our own equipment and reach out to student(s) who could run the equipment*
 - Announcer
 - *Finalized - George Johnson*
 - Team Registrations and Communication plan
 - *17 teams registered, 35 routines, 8 soloists*
 - *Pushing social media information and Board communication*
 - *Apparel*
 - *Discussion around options Erika will get prices and bring them back to the board.*
 - o Fill Open Board roles – Danielle
 - Chair-Elect -
 - Awards - *Elle to take on*
 - Scholar Athlete - *Ally to take on*
 - o December Meeting Location – Danielle
 - o Jr. Team Liaison – Erika & Coral
 - *Meeting with a potential liaison - will update in the December meeting*
- Tabled Agenda Items
 - o Jr. Team Membership Fee – Erika & Coral
 - o DDCA Manual Updates
 - o State 2025
 - o Hour-A-Thon Fundraiser supporting the DDCA
 - o Outstanding OSAA Discussion Items
 - Awards Presentation Timing
 - Culturally Inclusive Category

Reminders & Next Meeting Dates:

- Connect monthly with your call lists
- Please be saving documents in the DDCA's Google Drive
- Next Board Meeting – December 3, 2024, 10:00am to 1:00pm, Location TBD

**Dance and Drill Coaches Association
Board of Directors Meeting Agenda
Sunday, December 3, 2023
Brix Tavern (Tualatin), 10:00am to 1:00pm**

Welcome & Call Meeting to Order – Danielle

In attendance: Danielle, Roshny, James, Erika, Ally, Elle, Mackenzie, Coral, Karalee

- Consent Agenda (*3 Minutes*)
 - November Meeting Minutes – Mackenzie
 - *Approved via band.*

- Business (*2 hours; 20 minutes*)
 - Membership Updates – Elle
 - Number of current registered members & vendors
 - Unpaid Memberships Dues & Late fees
 - Treasurer Report – Ally
 - 23-24 Budget to Actuals – November updates to be emailed
 - Unpaid Fee tracking
 - Tracking All State Payments
 - DDCA Invite – Danielle
 - Friday Set-up
 - *Ally, Karalee, Danielle, Elle*
 - *Trophies 5:30/6PM from Erika's moms*
 - Saturday Duties
 - *Danielle will assign duties*
 - *Board onsite at 6:30 AM*
 - Printed Items
 - *Floor practice, doors, workers - not planning to print for coaches*
 - Personnel Payments
 - *Music - \$200 each, total \$400*
 - *Drill down caller - \$75 each, total \$150*
 - Winter Raffle – James
 - *QR code and posters*
 - *Drawing at 3 PM, no confetti*
 - *Announcement in the third round*
 - January Meeting Date – Danielle
 - *10 AM - 1 PM on 1/4/2024, location TBD*
 - All State - Liissa
 - Written update
 - *Registration numbers are low. Board will follow up with their team lists to remind them of the deadline. (Dec. 15th)*
 - Video Audition Proposal
 - *Discussion surrounding proposal from Liisa*
 - *Karalee motions to not approve virtual auditions for all state, Coral seconds - 6 in favor, 2 opposed, 1 abstain*
 - DDCA Conference Committee Update – Karalee
 - *How do we increase attendance: Incentives? Donations that could be raffled off?*

- *Vendor and vendor level discussion.*
 - *Conference only sponsor at a lower price (\$100)*
 - *Plus Level - \$350*
 - *Executive - \$500*
 - *Coral motions to approve these, Ally seconds - 9 in favor, 0 opposed, 0 abstain*
 - o *JA Update – Roshny*
 - *Large pool of interns looking to go into tech and med/tab. Performance Judge intern application will open up again in January.*
 - *Judge Qualification Criteria Review*
 - *Need to revise wording in the manual regarding the intern process.*
 - *Proposing: 18 years of age and three years of non-association with your school. An exception can be made by the DDCA Board by the recommendation on the JALT.*
 - *JA motions to accept this change, Karalee seconds - 9 in favor, 0 opposed, 0 abstain*
 - o *DDCA Scholarships – Roshny*
 - *Diversity Excellence & Academic Scholarship opening/closing date*
 - *Will be determined soon.*
 - o *Winter Meeting Agenda – Danielle*
 - o *Coach Award Process for 2024 – Elle/Danielle*
 - *Keep similar timeline*
 - *Awarded at Spring Meeting, nominees will be announced at State*
 - o *Scholar Athlete - Ally/Danielle*
 - *Opens in February*
 - o *Fill Open Board roles – Danielle*
 - *Chair-Elect*
 - o *State 2025 – Danielle*
 - *Open Division - kick most likely going away*
 - *Discussed potential if a division does not yield 5 at state*
 - *Three routines*
 - *Discussion surrounding potential proposals to the membership.*
 - o *Jr. Team Liaison Update – Erika & Coral*
 - o *Board discussed a competition concern and will follow up with the competition directly. Due to a sanctioning issue, the Board voted to suspend a competition for two years. Coral motions, Mackenzie seconded - 9 in favor, 0 opposed, 0 abstain*
- *Tabled Agenda Items*
 - o *Jr. Team Membership Fee – Erika & Coral*
 - o *DDCA Manual Updates*
 - o *Hour-A-Thon Fundraiser supporting the DDCA*
 - o *Outstanding OSAA Discussion Items*
 - *Awards Presentation Timing*
 - *Culturally Inclusive Category*
- *Board Growth – Resume in January*
 - o *DDCA Manual Review ([Section 4, page 20](#); [Section 5, page 22](#)) – Danielle*

- o Goal Review ([link](#)) – Danielle

Reminders & Next Meeting Dates:

- Connect monthly with your call lists
- Please be saving documents in the DDCA's Google Drive
- Next Board Meeting – January 7th at West Linn High School