Derek Fahleson called the meeting to order at 11:05 a.m.

**Members in Attendance:**
Derek Fahleson, AIA Executive Board, Chair  
Eldon Merrell, Duncan 1A  
Donna Antonio, San Carlos 2A  
Jacob Holiday, Monument Valley 3A  
Herman House, Tucson Unified 4A  
Faith Klostreich, Yuma High 5A  
Scott Brown, West Valley 5A  
Steve Hogen, East Valley 5A

**AIA Staff Present:**
Michelle Byers, AIA Liaison  
Brian Bolitho, Director of Business Media  
Chuck Schmidt, Chief Operating Officer  
Harold Slemmer, AIA Executive Director

**Summary:**

The consensus from the focus group is that the AIA Executive Board continues moving forward with the computer scheduling program according to the Division/Section timeline and the following meets the needs of the AIA member schools:

**Computer Scheduling Logic:**

**Rules that govern how games are scheduled**

**Rules:** There are three sets of rules to look at, including:
- Rules that govern all schools and all sports
- Rules that are particular to a sport
- Rules that are particular to what day and where a matchup can be played

**Rules that Govern All Schools/All Sports:**
- Member Schools would have equal amount of home and away games
- A school will not be computer scheduled for more than two games vs. the same opponent (one home and one away)
• Fill one game for each school before filing another game for each school that already has one scheduled
• Start scheduling from the last date a game can be played in a particular sport working back toward the first date a game can be played in a particular sport
  o Schedule no more than two games per week per school per sport initially to utilize the complete start to end dates a school can play games
    ▪ This excludes football where only one game a week will be scheduled
• If School A is scheduled to play School X, School X must also have School A on their schedule
• Schedule no more than three (3) home or away games in a row
• Do not look more than one division up or down when computer scheduling a game for a school
• The computer will not schedule a school on blackout dates as submitted into the AIA Admin; however, once computer scheduling is complete, a school may manually schedule a game for any of its blackout dates

**Rules that Govern Particular Sports:**

• Football
  o Each school in their respective section will only play one game (home or away) vs. another school within their respective section, division or one division up or down
  o Computer schedule eight (8) regular season games vs. eight (8) different schools
  o Division VI schools can only play Division VI schools
• Badminton, Soccer-Fall, Soccer-Winter, Tennis,
  o Computer schedule 10 regular season games in which each school in their respective section will play two games (one home and one away) vs. another school within their respective section, division or one division up or down
• Baseball, Basketball, Softball, Volleyball
  o Computer schedule 14 regular season games in which each school in their respective section will play two games (one home and one away) vs. another school within their respective section, division or one division up or down

**Rules that are particular to Days and Matchups that can be played and where:**

• Football
  o Do not schedule Brophy and Saint Mary’s to have home games on the same date
  o For the blackout date of Friday, Oct. 7, 2011, schedule all football games that week for Thursday, Oct. 6, 2011
    ▪ Note: Schools can manually change the date to play on Oct. 7 after computer schedules are generated on agreement by both schools
• Volleyball (Girls) and Badminton
  o Do not schedule the volleyball (girls) or badminton teams to play at home on the same date
• Basketball (Boys & Girls)
  o Do not schedule the boys teams and girls teams to play at home on the same date
  o When the boys team is schedule at home against an opponent, schedule the girls team away against the same opponent on the same date/time, when applicable
• Baseball & Softball
When the baseball team is schedule at home against an opponent, schedule the softball team away against the same opponent on the same date/time, when applicable

- **Soccer (Boys & Girls)**
  - Do not schedule the boys teams and girls teams to play at home on the same date
  - When the boys team is schedule at home against an opponent, schedule the girls team away against the same opponent on the same date/time, when applicable

- **Tennis (Boys & Girls)**
  - When the boys team is schedule at home against an opponent, schedule the girls team away against the same opponent on the same date/time, when applicable

### The Computer will schedule the following for Varsity Team Sports:

<table>
<thead>
<tr>
<th>Sport</th>
<th>Number of Games</th>
<th>Home Games</th>
<th>Away Games</th>
</tr>
</thead>
<tbody>
<tr>
<td>Badminton</td>
<td>10</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Baseball</td>
<td>14</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Basketball (Boys)</td>
<td>14</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Basketball (Girls)</td>
<td>14</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Football (D-I to D-V)</td>
<td>8</td>
<td>4</td>
<td>4</td>
</tr>
<tr>
<td>Football (D-VI)</td>
<td>6</td>
<td>3</td>
<td>3</td>
</tr>
<tr>
<td>Soccer-Fall (Boys)</td>
<td>10</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Soccer-Fall (Girls)</td>
<td>10</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Soccer-Winter (Boys)</td>
<td>10</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Soccer-Winter (Girls)</td>
<td>10</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Softball</td>
<td>14</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Tennis</td>
<td>10</td>
<td>5</td>
<td>5</td>
</tr>
<tr>
<td>Volleyball (Girls)</td>
<td>14</td>
<td>7</td>
<td>7</td>
</tr>
<tr>
<td>Volleyball (Boys)</td>
<td>14</td>
<td>7</td>
<td>7</td>
</tr>
</tbody>
</table>

### Scheduling of JV and Freshman Games:

It is recommended by the focus group that when Varsity schedules are finalized via the computer, the AIA Executive Board look into utilizing the computer to mirror the JV and Freshman schedules with Varsity schedules when applicable.

### Division/Section Mileage Logic

**Definitions:**

- **Division/Section**
  - Division I, Section II schools would only be searching for games vs. Division I, Section II schools
  - Division, but other Sections
    - Division I, Section II schools could have games scheduled vs. other Division I, but Section I and III schools as well
  - One Division up or down
    - Division II, Section II schools could have games scheduled vs. Division I or Division III schools as well
Parameters:

Schedules to minimize the maximum average drive time across all away games for each particular school and sport while still maintaining use of section and divisional play:

1. Search same division/section schools within a 30 minute drive time of the school in their respective division/section
2. If no school found, then search same division, but other sections within a 30 minute drive time of the school in their respective division
3. If no school found, then search same division/section schools within a 60 minute drive time of the school in their respective division/section
4. If no school found, then search same division, but other sections within a 60 minute drive time of the school in their respective division
5. If no school found, then search one division up or down within a 30 minute drive time of the school with respect to that schools division
6. If no school found, then search one division up or down within a 60 minute drive time of the school with respect to that schools division
7. If no school found, then search same division/section schools within a 90 minute drive time of the school in their respective division/section
8. If no school found, then search same division, but other sections within a 90 minute drive time of the school in their respective division
9. If no school found, then search one division up or down within a 90 minute drive time of the school with respect to that schools division
10. Repeat steps 7, 8 and 9 at 30 minute intervals until computer schedule for each school is filled

School Login: How the games should display/print:

- Future Schedules link (once made active by AIA to populate School Login pages)
  - Displays the content like that of the schedules table, but with one left side function to edit.
  - The View Games button should only have the sports as listed at the very top of this project.
    - Schools that are not competing in a particular team sport as listed above should not have that option to view or add games for that sport as well.
  - Need ability for the school to print their schedule by sport or all sports like we would have for the AIA Admin Schedules by Computer report under Schedules bullet info
    - Edit (gives the school the ability to change the game date/time, and swap home and away teams)
  - Home and Away team (this should be a drop down of ONLY the two teams scheduled, so the only option would be to select the away school as the home school and the home school as the away school)
  - Venue (default to home school)
  - Game Date/Time: When editing, if the date of the game is being changed, the system should detect if one of the teams involved is already playing a game on that same date, and if so, pop-up a notice stating such, and to click Yes to continue to change the game date, or No to cancel the request
Note: A school may do this to switch the site of their game to play both their games at the same site (say boys and girls basketball, or a doubleheader in baseball)

- Once submitted, this would feed the Top Link titled Game Change Requests link as described below.
  - When editing, the sport field should be locked to the sport the computer scheduled that game for and private should be checked and locked as well.
  - All other options should not be present for this display screen as what currently shows in the Game edit screen

- Top Links (including Request a Home Varsity Game, Varsity Games Requested, Game Change Requests):
  - Request a Home Varsity Game (gives the School the request to add a game)
    - Options to enter would be:
      - Home Team (default to school logged in)
      - Visiting Team
      - Venue (default to school logged in)
      - Sport (only sports that can be in this dropdown are the ones being computer scheduled as shown at the very top of this project)
      - Game Date/Time
      - Submit
      - When requesting, the system should detect if one of the teams involved is already playing a game on that same date as entered for that sport, and if so, pop-up a notice stating such, and to please request a different date before continuing. Once no conflict exists, the request can be made
    - The request is then sent to the visiting school for their approval, which will show up in the Future Schedules link under the Varsity Games Request link (described below) for both schools
      - This is only done if the school is an AIA member school. If it is a non-AIA member school, the game will be added right away

- Varsity Games Request link
  - This displays the games the school has requested of other schools and their progress
    - Progress would be:
      - Request Sent (lets them know the request to add a school as an opponent for that sport has been sent)
      - Accepted: School Accepted
      - Denied: School Denied
  - This also displays games for which schools are requesting they play in. The school would click, view game request, to see the game details including the school they would be playing at, the game date/time and sport.
o The school can then view the request and click Accept or Decline. Pressing either option will create a pop-up that says: Are you sure you’d like to accept (or decline) this contest request. They then click Yes or No.

o If Accepted, this game is added to both schools Future Schedules and to the AIA Admin Schedules by Computer links/reports

- Game Change Requests link
  - This displays the games the school has requested changes to their computer scheduled games
    o Progress would be:
      - Request Sent (lets them know the request to change the game details as been made)
      - Accepted: School Accepted
      - Denied: School Denied

o The other school can then view the game change request and click Accept or Decline. Pressing either option will create a pop-up that says: Are you sure you’d like to accept (or decline) this contest request. They then click Yes or No.

o If Accepted, this game is changed for both schools Future Schedules and to the AIA Admin Schedules by Computer links/reports

Meeting adjourned at 2:30 p.m.