

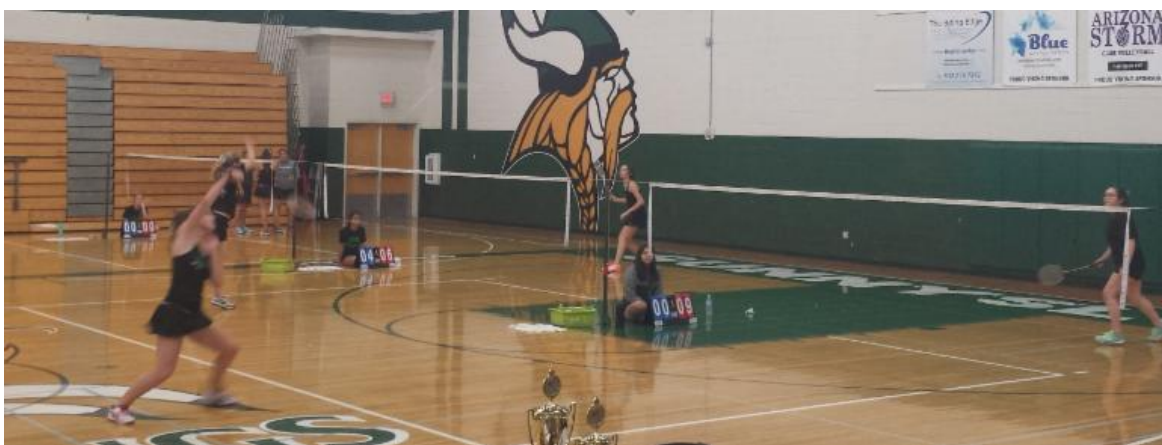
Hi, just a reminder that you're receiving this email because you have expressed an interest in Arizona Interscholastic Association. Don't forget to add jegarcia@aiaonline.org to your address book so we'll be sure to land in your inbox!

You may [unsubscribe](#) if you no longer wish to receive our emails.



AIAetc. Newsletter

October 2016



AIAonline.org

AZPreps365.com

2016 AIA State Badminton

Congratulation to all the schools who participated in State Badminton. Job well done!

Team - Division I
Xavier College Preparatory
Perry High School

Team Division II
Sunnyslope High School
Mesquite High School

[State Singles & Doubles Champions](#)

First Annual Special Olympics Swim Invitational

Important Dates

2016-17 Executive Board Meetings

November 14,
2016

December 5, 2016

January 17, 2017
(Tuesday)

February 21, 2017
(Tuesday)

The first annual High School Unified Swimming Invitational was held at Centennial High School on Saturday, October 22, 2016. Over 50 unified athletes and partners from Sunrise Mountain High School, Verrado High School, and Buckeye Union High School competed at this event. Many more great events to come!



March 20, 2017

April 17, 2017

May 15, 2017

Hardship Appeal Dates

Spring Sports:

January 23-24, 2017

(Deadline - January 17th)

Legislative Council

March 3, 2017

2016-17 AIA Observed Holidays

November 11, 2016

November 24-25, 2016

December 19-30, 2016

January 16, 2017

February 20, 2017

May 29, 2017



**Please
Support
Your
Partners**



Wilson



2016-17 Complimentary AIA Passes Requests

An email regarding the procedure to request your 2016-2017 AIA Complimentary Passes has been to all Schools and Districts as of July 22nd. If you are in need of a copy of those instructions please contact Robyn Bingham at rmbingham@aiaonline.org.

If you have entered your pass request and have not emailed Robyn to notify her that your School updates are completed and you are ready to print, please do so now. Passes cannot go to print until that email is received. Robyn will reply to your email as soon as they are approved and are ready to print.



As per AIA By-laws, Article 14.11.2.1 General Provisions

"Each year member schools that have paid their annual dues and fees shall receive the number of passes specified below under their Conference classification"

Should questions remain or copies of outstanding invoices are needed, please contact the AIA Accounting Office:

Denise at ddoser@aiaonline.org

or

Amy at arichmond@aiaonline.org

Tournament Time Reminders

ATC Payment Protocol

Please review and be familiar with the ATC payment requirement:

To clarify how ATC/QMP will be compensated for services at all AIA post season events (1st-2nd high seed sites through Championships):

- IF School will be paying ATC/QMP directly through payroll or other usual and customary method - then the school *invoices* the AIA for reimbursement of 'services provided'; school issues check to QMP/ATC.
- IF QMP/ATC's employer/company (third party vendor) is invoicing AIA directly - that entity for which he/she works will invoice the AIA directly for 'services provided', AIA then issues check to that 'company'.
- IF the expectation is that QMP/ATC will be paid directly by the AIA - QMP/ATC will need to:
 - Provide the AIA a current copy of ATC's Certificate of Professional Liability (not paid or reimbursed by the AIA)
 - Execute the attached QMP/ATC Agreement
 - Submit an invoice on the attached ATC Invoice Template.



This is the process that was lined out in the AIA Fiscal In-Service 1.0 & 2.0 this fall. This process must be followed in order for payment to be issued for ATC/QMP services.

Site Director enter the proposed invoice amount on the GREEN VENDOR TAB of the TIER.

<http://aiaonline.org/files/14634/qualified-medical-professionalemmt-coverage-at-aia-post-season-events.pdf>

Link for AIA ATC Protocol

Any questions - Denise Doser
@602.385.3819 ddoser@aiaonline.org or Jess Garcia
602.385.3810 jegarcia@aiaonline.org

ATC Assignments - Send AIA the name, please!

Please email the name of your ATC/QMP for every event to Jess at the AIA prior to the event. This will comply with policy that a QMP is in place for the event. This is required. THANK YOU!

Jess Garcia 602.385.3810 jegarcia@aiaonline.org

UNSOLD TICKETS - RETURN TO AIA with copy of TICKET SALES PAGES as soon as possible after event.

RefPay - FUND HOLIDAY & INVITATIONAL TOURNAMENTS *early!*

This is to remind the membership of the RefPay protocol:

- AIA assigned officials must be paid through RefPay = **100% RefPay payment only.**
- No checks are to be issued for **any** AIA assigned officials.
- **This includes Regular Season, AND Invitational / HOLIDAY Tournaments (Wrestling, VB, BKST, SOC, swim/dive etc...).**
- **The system is designed to follow through on the assignment with payment through RefPay.**



- "Even if...." the schools' activity is not sufficiently funded yet, do *not* issue a paper/hard check. THIS makes the school the issuer of the payment and not the AIA (per Tax ID assigned to RefPay). This also means the school must track these payments to the officials for 1099 reporting purposes.
- Continue to update game screens with scores and 'present' to initiate payment to official.
- When a school does not have sufficient funds, the payment request will be held in the system AT THE AIA. The payment request is not forwarded to RefPay therefore there can be no 'bounced checks.' The officials' payment will be transferred as soon as the funds are on deposit.
- The school must issue a check to the AIA as soon as possible. AIA accounting uploads electronically to RefPay the funds the same day received. It takes RefPay 48-72 hours to confirm and then release the funds.
- **Do not send** checks directly to RefPay - this will funding.
- The best way to stay 'ahead of the game' is to fund early and fund sufficiently for each season if possible. FUND INVITATIONAL AND HOLIDAY TOURNAMENTS EARLY, *please!*
- Schools know their schedules and the game fee rate - simply calculate and deposit funds accordingly.
- Should a school need assistance in learning how to download the data from RefPay.com, please let me know. This process ('export to excel') is covered at length in the AIA Fiscal In-Service 1.0.

Need an invoice for RefPay?

If RefPay invoices are required, please email Amy: arichmond@aiaonline.org - stating school name and amount of invoice.

Remember a Purchase Order does not fund RefPay. Once check is received at the AIA office, the funds will be available in RefPay 48-72 hours later.

Please mail checks directly to the AIA. Do not mail checks to Bank of Utah.

Please do not contact RefPay directly - as the school does not have an account with RefPay, the AIA is the master account holder - thereby all requests and contact must come through the AIA.

RefPay.com Log In - To View / Export Activity

The AD of record's email address is the one that receives any communications and password resets.

RefPay.comlinks: <http://www.refpay.com/> or <https://www.refpay.com/system/login.php>

- UserName: **schoolnameAIA** (This cannot be changed) (Or email Denise to get USERNAME)
- Password: Link to enter new password is sent via email - this may be shared with admin assistants as this is read only / export to Excel only access.
- Security Questions: WHEN they pop up the ANSWER IS (lower case): **aia**
- This answer to Security Questions cannot be changed. Regardless of the question - aia is the answer.
- Click on reports on the left side margin - PDF guide to how to see data / get reports posted on AIAonline.org :

<http://aiaonline.org/files/13263/refpaycom-log-in-and-reporting-sequence.pdf>

- If the Password needs to be reset - email that request to me @ ddoser@aiaonline.org
- If there has been a change in AD at the school - email to me: school name / AD name/ AD email address

Denise Doser - AIA Director of Finance
at ddoser@aiaonline.org 602.385.3819

Invoicing for Cycle 1 Service Charge Grid

Cycle 1 (Fall) invoices for officials assigning fees, game change fees, and Fall Golf, Cross Country, Badminton, and Spirit Line Qualifiers tournament entries will be issued December 1.

If required by school/district policy, a purchase order may be put in place early to meet this requirement.

PLEASE DO NOT SEND SEPARATE CHECKS PRIOR TO THE INVOICE.

Entries do not have to be paid prior to the event.

Invoicing for Regular Season Officials Varsity Mileage Reimbursement - FALL 2016

Invoices for FALL Regular Season Officials Varsity Mileage Reimbursement will be issued on December 15, 2016.

If required by school/district policy, a purchase order may be put in place early to meet this requirement.

Should there be any accounting questions, please let us know.

Denise Doser - Director of Finance

- ddoser@aiaonline.org 602.385.3819

Legislative Council - 3/4/16

Please view the below link for the results of the March 4, 2016 Legislative Council Meeting.

[Legislative Council Meeting](#)

The next Legislative Council Meeting will be held March 3, 2017 at the AIA Office.

Arizona Super Bowl Host Committee Grant

ATTENTION: Administrators and Coaches,

The AIA is proud to be working with the Barrow Neurological Foundation as one of the recipients of the Arizona Super Bowl Host Committee grants.

Please click on the link below to view the press release:

[AZSBHC Grant Funding Recipients News Release](#)

Support Our Partners:

U.S. Army

The AIA is proud to partner with the
U.S. Army



Raising Cane's

Want a chance to win free Raising Canes for a year? Raising Canes is looking for the best Arizona high school football fans in the state. Stop by your nearest Raising Canes location, take a picture of you and your friends in your high school football gear and send that picture to #fingersfridayfootball via twitter.

The best picture of the month will receive FREE Raising Canes for a year.



Papa Johns Pizza

40% off Papa Johns. That's right...use promo code "**AZPreps365**" during your online order at www.papajohns.com and receive 40% off your order. Use this for team meals, school meetings, Friday night dinner, etc. You can use the code as many times as you like from now through May 31, 2017. Distribute this code to your school community for their use as well.



BBB



Xtreme Pro



XP's vision is different than most and their value is to save coach's time, money and above all stress. XP provides an easy environment for coaches to offer custom gear for not only their team but fans and families through online team stores that are set up for your team. Being part of Wrestling for 20 years now, President Jordon Gutierrez acknowledges what it means to bring a high quality product to the sport of wrestling. He mentions in an interview last month:

"I'm willing to put any of our products up against any distributor out there."

XP is now offering for the first time in the history of sport fully sublimated wrestling specific gear, bags, custom headgear, wraps and mats! -Jordon Gutierrez.

As a manufacturer that produces everything in house from sublimation, silk screening and sewing, XP is able to provide quick turnaround times and fair pricing. Don't wait to get started this season on your custom gear. Simply fill out the form below and one of the AP's professional sales reps will contact you promptly to get started on free art:

http://www.xtremeproapparel.com/Custom-Team-Packages_ep_65-1.html

XGuard360



Many people, especially mothers understand the importance of keeping their environment clean and free of bacteria. Introducing XGuard360, a revolutionary, alcohol free anti-bacterial technology, that uses a mechanical kill to destroy microbes and viruses on contact when they are exposed to treated surfaces. Once sprayed on the surface XGuard360 provides a protective layer that safeguards for a minimum of ninety days. Head to WWW.XGUARD360.COM



Sports Up Network



College Sports Resume

The AIA is proud to partner with the College Sports Resume



Arizona high school student athletes can create a free recruiting profile on College Sports Resumes.

Call 855-588-3342 or email coach@collegesportsresumes.com to get started and take advantage of the waved \$99 fee for Arizona student athletes. The profile helps College Sports Resumes evaluate academic and athletic abilities to pair up athletes with college coaches.

Like high school athletes, college coaches have their own login to College Sports Resumes so they can view the profiles of athletes. After completing a College Sports Resume profile, athletes can then add an unlimited amount of photos and videos.

A College Sports Resumes representative will help guide athletes through its profile process. More than 35,000 college coaches are in College Sports Resumes' database, according to the company.

College Sports Resumes (<http://www.collegesportsresumes.com>) is a new partner of the Arizona Interscholastic Association. Creating a profile on College Sports Resumes doesn't guarantee that a high school athlete will receive college scholarship offers.

Bosa Donuts

The AIA is proud to partner with the
Bosa Donuts

Best Donuts in Az



Coffee & Smoothies

<http://bosadonutsaz.com>

The apple fritter will change your life. The classic glazed is as good as they come. The éclair is worth every wonderful calorie.

We're talking, of course, about a little donut shop that's taken the Valley by storm and now operates 12 locations, with two (and probably more) on the way. BoSa Donuts is everything you want in a classic donut shop - affordable, fluffy donuts served in a no-frills atmosphere by friendly staff. There's also coffee drinks, breakfast and lunch sandwiches, fruit smoothies, and hot cocoa for the kids on the menu. Although all of those items are worth trying, it's BoSa's unfettered take on donuts that has won them love from Valley residents. BoSa doesn't try to reinvent donut recipes or show off donut bravado with culinary skills, they just simply make the perfect donut. Period. Whether you're in Chandler, Gilbert, Mesa, Casa Grande, Phoenix, or Scottsdale, you've got access to BoSa 24/7. (Seriously, they're open 24 hours a day, seven days per week.)

Gatorade

The AIA is proud to partner with the
Gatorade



Next Care Urgent Care

The AIA is proud to partner with NextCare Urgent Care



Toyota

The AIA is proud to partner with
[Valley Toyota Dealers](#)

**THE ONLY REASON
TO SELL YOUR OLD
TOYOTA IS TO GET
A NEW TOYOTA.**

TOYOTA
Let's Go Places

BEST RESALE VALUE OF ANY BRAND.

SHOP NOW ➔

VALLEY TOYOTA DEALERS



Follow us on Twitter

Home of Arizona High School Athletics and Activities: live web-streaming, schedules, scores, power rankings, state tournament brackets and more...



[Follow us on Twitter](#)

AZPreps365 Facebook Page

Do you want to keep up on the latest AIA news? Would you like to express your opinions or share your ideas about Arizona high school sports? Want to keep up on the latest games, activities and scores? The answer is as close as your mobile device or computer!

Like AZPreps365 on Facebook and get on the inside track. Be informed. Join the conversation. Root for your favorite teams and support our Arizona High School students!



[LIKE us on Facebook](#)

Quick Glance Calendar / Sports Timeline

Please click on the link below to view the AIA Quick Glance Calendar.

[2016-2017 Quick Glance Calendar](#)