



Ohio High School Athletic Association

Doug Ute, Executive Director

Tuesday, January 7, 2025

ADMINISTRATOR UPDATE

2024-25 School Year, No. 11

TO: Member Schools' Superintendents, Principals and Athletic Administrators

FR: OHSAA Executive Director's Office

The following are updates and reminders for member school superintendents, principals and athletic administrators. Please share this update with other interested administrators and coaches on your staff.

Plan to Recognize Winter Sports Officials Jan. 12-18

The OHSAA is celebrating our contest officials for their hard work and dedication. The week of Jan. 12-18, 2025, is OHSAA Winter Sports Officials Appreciation Week. We ask that athletic administrators show your appreciation and respect for our officials, who give their time to contribute to the experience our student-athletes receive in education-based athletics, by reading the OHSAA-provided script before ALL games that week as well as use your social media accounts. The scripts are available here: <https://ohsaaweb.blob.core.windows.net/files/Respect-the-Game/OfficialsAppreciationWeekScript.pdf> Thank you for your participation, and we look forward to a great week of celebrating our officials. The OHSAA Spring Officials Appreciation Week will be Apr. 6-12, 2025.

NEW! Mark the Date: OHSAA Fall Tournaments Financial Review is January 28

On Tuesday, Jan. 28, starting at 8:30 a.m., the OHSAA finance team, led by Chief Financial Officer Laura Vermilya and joined by Executive Director Doug Ute, will be hosting a virtual meeting for member school administrators to provide a financial review of the OHSAA's 2024 fall tournaments. All administrators are welcome to participate, and no advance registration is required. Here is a link to access the live presentation: [Join the meeting now](#). For those who want to join the meeting via phone, the call-in number is 614-696-5603 and conference I.D. is 593 770 311#.

NEW! Athletic Administrators: Remind Coaches to Update Scores in MaxPreps App

With the MaxPreps Ratings Percentage Index (RPI) being used again this year for seeding for all girls and boys basketball tournaments, athletic administrators are asked to remind their basketball coaches to report scores in their MaxPreps account within 24 hours after each contest. As reminders: 1.) Make sure your school's varsity schedules are updated and accurate. If you have any missing games, please add them. 2.) After your game, open the MaxPreps **Admin app** and update your score in your account. 3.) The **WINNING TEAM** is responsible for reporting scores into MaxPreps. Only one team needs to report the score. If playing at a neutral site or playing out-of-state, which will happen frequently during Martin Luther King Jr. and President's Day weekends, be sure to input your score. It is highly recommended that each school check the results to ensure accuracy.

The RPI rankings may only be accessed on the OHSAA website, and the first composite rankings will be posted soon. A separate memo will be emailed to athletic administrators and basketball coaches. Once the rankings are live, they will be updated daily. The final day for score submissions will be prior to the OHSAA Basketball Tournament Draw meetings, with the exact date and time to be announced. For questions pertaining to your account, how to input scores, adding an additional coach to the school account, etc., contact MaxPreps rep Eric Frantz at efrantz@maxpreps.com or view the MaxPreps Support link [HERE](#).

NEW! Athletic Administrators: Time to Update Your Swimming & Diving Emergency Contact Form

This is a reminder that athletics administrators are required to update their school's Emergency Contact Form within the school *myOHSAA* account. These forms are the only way for site managers to determine which coaches have been authorized to accompany student-athletes to the OHSAA tournament series and possess the appropriate credentials to coach in Ohio. **Coaches who are not listed on this form shall be denied deck access to your event.** The directions for updating this can be found here: <https://ohsaaweb.blob.core.windows.net/files/Sports/Swimming-Diving/2022-23/SchoolEmergencyContactForm.pdf>.

NEW! Competitive Balance Roster Data Entry Period Opens for Winter Sports

Administrators are reminded that the window to enter Competitive Balance roster data for the winter sports of boys basketball and girls basketball opens on **February 3, 2025**. Athletic administrators, or their designees, must submit their roster data within FinalForms. The deadline to submit basketball roster data is **Friday, April 4, 2025**. **ALL** schools that compete in varsity basketball contests must submit their roster data by that date. All other winter sports are **not** part of Competitive Balance. Note that the deadline for submitting

Competitive Balance roster date for the fall sports of football, soccer and volleyball has passed and your athletic administrator should have received an email that allows schools to appeal the fall competitive balance data that was submitted. For questions, please contact either Ronald Sayers (rsayers@ohsaa.org) or Alexis Holderman (aholderman@ohsaa.org).

NEW! OHSAA Board Resolution for Membership Cards

The OHSAA Constitution requires the board of education or similar governing body to adopt a resolution authorizing its schools that were members during the 2024-25 school year to continue membership for the 2025-26 school year. The OHSAA Board Resolution Card, which requires a signature from the governing body’s president and superintendent/head of school, will be mailed later this month. Please read the instructions that accompany the card, complete the required items and return the card to the OHSAA office using the pre-stamped envelope provided **no later than June 30, 2025**. For questions, please contact Alexis Holderman (aholderman@ohsaa.org).

NEW! Winter Sports Tournament Entry and Update Administrators in myOHSAA

Athletic administrators are encouraged to check the accuracy of their school’s tournament entry in myOHSAA for ALL sports, but especially winter sports. The deadlines to enter and withdrawal from winter tournaments are January 20, 2025 (girls basketball, bowling, gymnastics, ice hockey, swimming & diving), and January 27, 2025 (boy basketball and wrestling). In addition, please login to your *FinalForms* and *myOHSAA* accounts to provide updates in **Staff Management**.

REMINDERS

OHSAA Scholarship Program Information Coming Soon

Athletic administrators will be receiving information next month (and principals will be copied) on the process to begin nominating qualified senior student-athletes for an OHSAA Scholar-Athlete Scholarship. Each school may submit only one male, one female, one male ethnic minority and one female ethnic minority candidate for scholarship consideration. ***Recipients of any athletic scholarships (full or partial) in NCAA Division I or II institutions or appointees to military academies are not eligible.*** The on-line application process will include information being entered by a school administrator (principal or athletic administrator), the student and a school guidance counselor. To ensure that emails do not get trapped by firewalls/sent to a spam folder, this year’s process will again include the school administrator emailing student candidates directly with the application information.

Bylaw 4-4 (Scholarship) Important Reminder

Administrators are reminded to make sure all winter sports athletes are scheduled for at least five (5) credits at the high school level or four (4) classes at the 7th-8th grade level during the second grading period. If an athlete does not pass the five-credit/four-class standard in the second grading period, then he/she will become ineligible at the start of the fifth school day of the third grading period. Check your student-athlete schedules and work with your guidance counselor to ensure this does not happen! For questions, please contact Kristin Ronai (kronai@ohsaa.org) or Ronald Sayers (rsayers@ohsaa.org) of our eligibility staff.

Mandatory Online Rules Meetings Requirements

Please remind your winter sports coaches that all OHSAA sports have a mandatory on-line rules meeting requirement. Rules meetings have been posted in *FinalForms*, and details are sent from the OHSAA Sport Management team to coaches. Below is a schedule for winter 2025 sports. ***Please pay close attention to the end date of each meeting. Any school that has not completed the required state rules meeting by the applicable date will be removed from the OHSAA tournament for that sport.***

Sport	Start Date	Late Fee Begins	End Date	OHSAA Credit Coordinator for Coaches
Basketball	Now Available	Late Fee Has Begun	Mon., Jan. 20 at 11:59 p.m.	Doug Ute (dute@ohsaa.org)
Bowling	Now Available	Late Fee Has Begun	Mon., Jan. 20 at 11:59 p.m.	Emily Mason (emason@ohsaa.org)
Gymnastics	Now Available	Late Fee Has Begun	Mon., Jan. 20 at 11:59 p.m.	Kelly Schoenly (kschoenly@ohsaa.org)
Ice Hockey	Now Available	Late Fee Has Begun	Mon., Jan. 20 at 11:59 p.m.	John Kronour (jkronour@ohsaa.org)
Swim/Dive	Now Available	Late Fee Has Begun	Mon., Jan. 20 at 11:59 p.m.	Kelly Schoenly (kschoenly@ohsaa.org)
Wrestling	Now Available	Late Fee Has Begun	Mon., Jan. 27 at 11:59 p.m.	Monroe Britton (mbritton@ohsaa.org)
Late Fee Begins	Day after first date of competition			

Ohio State Coach Beyond Program Offers Student-Athlete Mental Health Trainings

The Ohio State University’s Coach Beyond program has a **FREE** one-hour training session on Supporting Student-Athlete Mental Health that is approved for the new PAP requirements in Ohio. Access and instructions for completing the **online training** requirement can be found here through the USCAH platform: <https://uscah.com/cdn/FREE-Coach-Beyond-USCAH-MH-Training-QR-2.pdf>. Want an **in-person training** from Coach Beyond at your district? Reach out to coach_beyond@osu.edu to start scheduling!

Coach Beyond Webinar: Fostering a Positive Environment for Female Athletes: On November 20, *LiFesports*, the OHSAA and Dayton Public Schools partnered to host a webinar on creating a positive environment for female athletes. Dr. Dawn Anderson-Butcher and

Victoria Jones sat down with **Head Coach Tamika Williams-Jeter** (University of Dayton Women's Basketball) to talk about creating a positive team environment to allow female athletes to thrive.

Watch it here: https://www.youtube.com/watch?v=TnKoQzo_WIQ

About Coach Beyond: In 2021, the OHSAA and LiFEsports at The Ohio State University started collaborative work to change the landscape of coach training and education in Ohio. Ultimately, this partnership grew into a statewide initiative known as Coach Beyond. Over the last three years, a team of coaches, athletic administrators, OHSAA administrators and LiFEsports leaders set out to audit coaching education, conduct a statewide needs assessment, design and pilot trainings and ultimately train 15,000 coaches by June 2024. This goal has been reached, with 23,500-plus coaches receiving this training. To learn more about Coach Beyond, please visit this website: <https://lifesports.osu.edu/coach-beyond/about-coach-beyond/>.

Thank you for your attention to this information. Please contact us if we can be of service!