Jim Okler, Executive Director Cell: 734-223-8490 854 Marshall Street, Portland, MI 48875 E-mail: <a href="mailto:mhsca1954@gmail.com">mhsca1954@gmail.com</a> Mark F. Holdren, Exec. Secretary Cell: 517-526-4575

#### **Executive Board**

Executive Director:
James M Okler, CMAA
Executive Secretary:
Mark F. Holdren

President:

Darrin Millar

1st Vice President

Ron Landfair
2nd Vice President

Dave Kowalski

3rd Vice President

**Doug Haggart** 

Past President

Debbie Williams-Hoak

## **Executive Committees**

Rich Tompkins Multi-Sport Athlete Award Larry Merx

Service Award

Steve Porter

Constitution
Kim Salisbury

Finance

Steve Porter, Darrin Millar & Sue Miller

Understanding & Appreciating Interdependence & Mental Health

Ron Landfair. Debbie Williams- Hoak

### **Member Associations**

MIAAA: Athletic Directors
MHSBCA: Baseball
BCAM: Basketball
MHSIBCA: Bowling
CCCAM: Competitive Cheer
MHSFCA: Football
MIGCA: Golf

MHSGCJA: Gymnastics
MHSHCA-Ice Hockey

MHSLCA: Men's Lacrosse

MWLCA: Women's Lacrosse

MHSSCA: Skiing

MHSSCA: Softball
MISCA: Swimming & Diving
MHSTeCA: Tennis

MHSTeCA: Tennis
MITCA: Track & Field &
Cross Country

MIVCA: Volleyball
MWA: Wrestling

# MICHIGAN HIGH SCHOOL COACHES ASSOCIATION/GATORADE 10/15/20/25/30/35/40/45/50 YEAR COACHING SERVICE AWARD

## "Help" Sheet for Sports Reps

To speed up the turnaround time for your members' honors (certificates, plaques, and 50-Year crystal), please do the following:

- Make sure that your website and/or newsletter provides the current application form (which can be found on our website: <a href="www.mhsca.org">www.mhsca.org</a>). The new form requires an email address as well as contact information for the applicant's endorsing athletic director. Having an email address allows for immediate communication regarding layout, artwork, spelling, delivery preferences, special timing (banquet date), etc.
- Emphasize to your members that they must send in a complete application.
   Incomplete applications are often very difficult to process and waste the valuable time of both parties.
- 3. Emphasize to your members that they submit **BOTH** required forms: 1 the **Application**; and 2 the **Career Summary Sheet**. Both sheets are available at our MHSCA website for downloading and printing.
- 4. Inform your members that Longevity Awards (especially 15, 20, and 25-Year certificates) are processed **once a month** and not necessarily as they are received. Applicants who provide an email address will be notified when their application is received.

Thanks for addressing the actions listed above. By doing so, your members will have a much better experience receiving their much-deserved MHSCA Longevity Awards

Developed 9-15-20