



SEP -7 2010

## EASTERN KENTUCKY UNIVERSITY

*Serving Kentuckians Since 1906*

University Development

521 Lancaster Ave., CPO 19A  
Richmond, Kentucky 40475  
(859) 622-8668 Fax (859) 622-5901  
giving@eku.edu

September 2, 2010

Kentucky High School Athletic Association  
2280 Executive Drive  
Lexington, KY 40505

Dear Sir or Madam,

On behalf of Eastern Kentucky University, thank you for your organization's contribution of \$150.00 to the Coach Tim Cahill Memorial Fund. Especially grateful are students like Danielle, a junior Middle Grade Education major from Central Kentucky. Danielle aspires to become an 8<sup>th</sup> Grade Algebra Teacher, and because of the support from donors like you, she has access to one of the best education programs in the state.

"If it weren't for the scholarships offered by Eastern, college wouldn't have been an option for me, and neither would my dream of becoming a teacher. I am so grateful for Eastern's generous donors, who have made my college experience possible."

*Danielle '12*

Students like Danielle will take their education beyond college and impact our communities as they take leadership roles in areas such as education, healthcare, homeland security, the environment, and economics, among others. With your donation, Eastern is able to keep a quality education within reach and provide the best possible learning experience for more than 15,000 talented students in all academic areas at Eastern. Thank you, again, for your organization's generosity and for making a difference!

Sincerely,

Elise Gillespie Russell '06  
Director of Annual Giving

**\*This letter serves as your organization's official receipt and substantiation of your gift, and is sufficient for tax reporting purposes. Eastern Kentucky University did not provide any goods or services to you for the above stated contribution.**



Eastern Kentucky University is an Equal Opportunity/Affirmative Action Employer and Educational Institution

**MICHAEL J.  
BARREN, CMAA**

111 CALLIS CIRCLE  
WILMORE, KENTUCKY  
40390

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Mike.barren@fayette.ky  
schools.us

**Professional Profile**

**Education Field:**

- 28 years as a High School Social Studies Teacher
- 10 years as Department Chair of social Studies
- Mentor to 24 student teachers
- Curriculum writing team member
- KTIP teacher 8 years
- "Who's Who" in Education

**Administration Field:**

Local: 11<sup>th</sup> Region Athletic Directors Association

- President 2006-
- President-elect 2004-2006
- Athletic Director of the year 2005

State: Kentucky High School Athletic Directors Association

- Member of the Board of Directors 2004-
- Executive Committee 2003-
- Finalist for Athletic Administrator of the year 2005
- Leadership Training Faculty Member 2005-

State: Kentucky High School Athletic Association

- Vice-President of the Board of Control 2007-2008
- State Championship Event Manager
- Various Committee Memberships
- Member of Board of Control 2005-

National: National Interscholastic Athletic Administrator Association

- Liaison for the State of Kentucky 2004-
- National Committee Member 2007-
- Leadership Training National Faculty 2007-
- Certified Master Athletic Administrator 2006

National: NCSSAD

- Athletic Director of the year for Kentucky 2005-06

**Work History**

1980-2008 , Teacher, Fayette County Public Schools, Lexington, Kentucky  
1980-2001, Athletic Coach, Fayette County Public Schools, Lexington, Kentucky  
1996-2003, Associate Athletic Director , P.L. Dunbar High School, Lexington, Kentucky  
2003-2008 , Athletic Director, P.L. Dunbar High School, Lexington, Kentucky  
1998-2008 , Social Studies Chair, P.L. Dunbar high School, Lexington, Kentucky  
2008- , Assistant Commissioner, Kentucky High School Athletic Association

### ***Education***

1975-1979 University of Kentucky, Lexington Kentucky

- BA '79
- MA ,85

### ***References***

References are available on request.

**Darren Scott Bilberry**  
**3500 Beaver Place Road**  
**Lexington, Kentucky 40503**

**Work: 859-299-5472**  
**Cell: 859-333-5411**

#### **EDUCATIONAL PROFILE**

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- **Georgetown College** – Georgetown, KY-Master of Arts in Education (Specific Learning and Behavior Disorders) August 2006
- **University of Kentucky**-Lexington, KY-Master of Science in Education (Social and Philosophical Studies) December 2001
- **University of Kentucky**-Lexington, KY-Bachelor of Arts in Communications-May 1990

#### **PROFESSIONAL PROFILE**

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- **Kentucky High School Athletic Association – Assistant Commissioner**  
Director of Title IX Education Project. Director of Compliance. Rules interpreter and post season manager in the sports of golf, swimming and diving, and softball. Ruling officer for various Association Bylaws.
- **Fayette County Public Schools-Lexington, KY-LBD Teacher and Assistant Varsity Football Coach, Henry Clay High School**  
Teach Secondary level students (9-12) in various subjects. Currently teaching freshmen Social Studies (Citizenship) in a collaborative and resource setting. Develop Individual Education Plans for 10-12 students annually and monitor the academic progress of these students. Attend annual ARC meetings with parents or guardian to review academic progress of students and to update IEPs as necessary. Work independently and with collaboration teacher to develop lessons plans as well as modified assignments and behavior plans for select students with special needs. Monitor the progress of special needs students by taking and evaluating data on a weekly basis. Measure student learning through various methods of assessment and record grades in teacher grade book to be posted at the conclusion of each semester (August 2002 – Present). Assisted head varsity football coach with the daily practice and game preparation throughout the entire season. Served as the position coach for the running backs. Conducted off season work outs and conditioning sessions along with other assistant coaches, for the entire football program. Served as the head coach for the freshmen team, which included organizing and overseeing daily practice sessions, as well as offensive play calling and overall decision making during games (August 2002-November 2005).
- **University of Kentucky Central Advising Service and Transfer Center-Lexington, KY-Academic Advisor**  
Advise students in course selection to satisfy general requirements in the university studies program; provide academic support by encouraging students to utilize campus resources to improve academic performance; guide students in major selection and career exploration in conjunction with the university Counseling and Testing Center; participate in campus wide summer advising conferences to assist undeclared freshmen and transfer students with scheduling and registration; evaluate transcripts for admitted transfer students; provide counseling and intervention for students placed on academic probation; reinstate students returning to the university following academic suspension and assist in developing a plan for academic success; advise pre-law students in the application and preparation process for admittance (January 1998 – July 2002).

- **University of Kentucky Athletics Department-Lexington, KY-Academic Counselor for Student-Athletes (Football)**, responsible for monitoring the day to day academic progress of approximately eighty-five scholarship student-athletes; supervise three Academic Graduate Assistants in compiling academic data to report to football coaches on a weekly basis; report to the Assistant Athletic Director the daily activity and progress of all football players; compile end of semester reports assessing the attitude, effort and overall performance of individual student-athletes; serve as liaison between the University Admissions Office and the Athletics Department in the admissions and orientation of new student-athletes; coordinate and administer policy and procedures for class registration each semester; serve as advisor to the Student-Athlete Advisory Committee to create activities to improve the development and experience of all student-athletes; coordinate the on campus recruitment of prospective student-athletes by arranging academic meetings with university staff and faculty (April 1994 – December 1997).
- **Southern Illinois University Athletics Department–Carbondale, IL– Academic Coordinator for Student-Athletes**, one of two coordinators responsible for the day to day academic progress of approximately four hundred student-athletes, including: daily upkeep of academic records for all student-athletes; assist student-athletes in course selection during scheduling; prepare and distribute six week, twelve week, and end of semester grade reports to all coaches; monitor evening study hall and arrange tutorial sessions for all student-athletes; responsible for the hiring and supervision of all student-athlete tutors; participate in the on campus recruiting of prospective student-athletes (August 1993-April 1994).
- **Auburn University Athletics Department-Auburn, AL-Academic Counselor for Student-Athletes**, monitor the day to day academic progress of approximately one third of the football team and the entire men’s and women’s track and cross country teams; responsible for maintaining academic records and producing mid-quarter and end of quarter grade reports for coaches and the Assistant Athletics Director; advise student-athletes in course selection and assist in scheduling during pre-registration; monitor evening study hall and arrange student-athlete tutorial sessions; participate in the on campus recruiting of prospective student-athletes (September 1992-July 1993).
- **Southern Illinois University Athletics Department-Carbondale, IL-Academic Coordinator for Student-Athletes**, one of three coordinators responsible for the day to day academic progress of approximately four hundred student-athletes; daily upkeep of academic records for all student-athletes; assist student-athletes in course selection during scheduling; prepare and distribute six week, twelve week, and end of semester grade reports to all coaches; monitor evening study hall and arrange tutorial sessions for all student-athletes; responsible for the hiring and supervision of all student-athlete tutors; participate in the on campus recruiting of prospective student-athletes (August 1991-September 1992).

## ACTIVITIES

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- University of Kentucky Football Team (1985-1989).
- Guest Speaker – “Focus on Minorities” (Television March 1991).

- Featured Guest – “Directions” (Television 1995).
- Guest Panelist – Southeastern Conference New Coaches Orientation (August 1993, August 1996).
- Featured Panelist – Rainbow Coalition Summit for Fairness and Equity in Sports (June 1995).
- Guest Panelist – NACADA Regional Convention (Spring 1998).
- Featured Guest – “WKYT Afternoons” (Television March 1999).
- Guest Panelist – African Americans in UK Athletics (March 1999).
- UK 101 New Student Orientation Instructor (Fall 2000, Fall 2001).
- “Choices” Alcohol Awareness Instructor (Fall 2001, Spring 2002).
- Guest Panelist- “Establishing Integrity and Character in College Athletics” National Consortium for Fairness and Equity in Sports (June 2002).

## **HONORS and AWARDS**

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- Awarded three letters in football (1987, 1988, 1989).
- Academic All-Southeastern Conference (1989).

## **PUBLICATIONS**

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Bilberry, Darren. (2000). The myth of athletics and educational opportunity. In John R. Gerdy (Ed.), Sports and School: The Future of an Institution. (pp. 91-101). New York: Teachers College Press.

## **References**

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**Bob Bradley**  
**Assistant Athletic Director for Student Services**  
**42 Memorial Coliseum**  
**University of Kentucky**  
**Lexington, Ky. 40506-0019**  
**257-8799**

**Carolyn Costello**  
**Special Education Teacher, Department Chairperson**  
**Henry Clay High School**  
**2100 Fontaine Road**  
**Lexington, Ky. 40502**  
**381-3423 extension 1123**

**Mary Sue Hoskins**  
**Director of Undergraduate Studies**  
**109 Miller Hall**  
**University of Kentucky**

**Lexington, Ky. 40506-0035  
257-3383**

**Dr. Steve Parker  
Associate Professor of Kinesiology and Health Promotion  
201 Seaton Center  
University of Kentucky  
Lexington, Ky. 40506-0219**

**Sam Simpson  
Physical Education Teacher, Head Varsity Football Coach  
Henry Clay High School  
2100 Fontaine Road  
Lexington, Ky. 40502  
381-3423  
Cell 619-5560**

## **Robert Catron**

110 Cinnamon Teal CT

Frankfort, KY 40601

502-545-1707 – [rcatron@khsaa.org](mailto:rcatron@khsaa.org)

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### **Professional Experience**

#### **Information Technology Coordinator / Director and Physical Plant Assistant Director**

##### **Kentucky High School Athletic Association**

###### **Lexington, KY**

7/1/2010 - Present (Full time)

11/2007 - 6/30/2010 (Part time)

Network Supervision and maintenance (both locally at office and at remote events); offers IT consulting and training support to all staff members; maintains Audio/Visual systems; maintains both office and cellular phone systems; hardware/software acquisition, setup and maintenance; maintains email server and related upgrade implementations; serves as liaison with HVAC vendor; responsible for electronic publication of KHSAA Online Rules Clinics.

#### **Small Business Owner/Operator**

##### **Frankfort, KY**

**10/2002-6/30/2010 (eBay)**

**07/1996-6/30/2010 (Computer Service)**

###### eBay Sales

Achieved and maintained 100% positive Customer Satisfaction to an international base of over 11,500 satisfied customers; procured goods to sell (both my own and for others); marketed, sold and shipped items to customers across the globe on a daily basis.

###### Home Based Computer Service

Offered the home and small business owner affordable computer PC service solutions (via 25 years of computing experience); desktop/laptop acquisition, installation, and setup; troubleshooting and repair of hardware/software including malware removal; networking setup and troubleshooting.

#### **YH America, Inc**

**Versailles, KY 1990–2005(Total)**

#### **Planning Coordinator 2002-2005**

Supervision of both Customer Service and Production Scheduling departments; led a team of three employees in both departments; performed merit reviews/salary recommendations for each; created and upheld departmental budget; assisted outside salesmen with internal coordination of projects; *salary position, management*

- Maintained Departmental Computers and Systems
- Coordinated, created, and maintained company's annual and mid-year revised \$40 Million+ sales/marketing plan from which every department created individual departmental business plans from.



- Key member on Enterprise Resource Planning (ERP) Software search *and* implantation committee; evaluated key software packages from Oracle, JD Edwards, and Syteline; served on Syteline implementation committee for \$1.5 million+ ERP software package
- Monitored and maintained all customer related performance criteria; issued and managed corrective action procedures when necessary.
- Created and maintained all Microsoft Project Timelines for product launches and most major internal projects; facilitated monthly management open project review meetings with executive management; kept both customers and YH internal teams up-to-date on project progress and communicated project status using a variety of tools (including internet portals).

**Scheduling Coordinator, YH America**

**2000-2002**

100% managed scheduling department with little direct supervision; researched, procured and implemented Finite Capacity Scheduling Software package plant wide on all three shifts which automated manual hand written scheduling process; installed and maintained departmental computer systems; salaried Supervisor of a two employee team; *salary position, management*

**Production Supervisor, YH America**

**1994-2000**

Led struggling Air Conditioning assembly line from <60% on time deliveries to 100% in first full year of supervision; managed two assembly lines of 8 operators and one team leader when promoted in Fall, 1994; supervised up to 30 operators and two team leaders on four assembly lines by Fall, 1995; *salary position, management.*

**Quality Control Inspector, YH America**

**1992-1994**

Excelled in the use of numerous quality devices including Optical Comparators, calipers, micrometers, Coordinate Measuring Machine; assigned the first facilitator in Small Group 5-S Activity team; led team thru several improvement projects (including the streamlining of Quality Hold Area); *hourly position, non-management.*

**Production worker, YH America**

**1990-1992**

Demonstrated 100% attendance for the 4 years of hourly labor; ran numerous manufacturing machines including benders, crimpers, proof testing equipment (both Hydraulic and Air Under Water); *hourly position, non-management.*

**EDUCATION**

**University of Kentucky**

**Lexington, KY**

**1987-1990**

- Computer Science with Business Specialty

**Fleming County High School**

**Flemingsburg, KY**

**1984-1987**

- Magna Cum Laude High School Graduate of Fleming County High School 1984-1987

**Other Training / Qualifications**

- Right Management Consultants Leadership Training Program 2002-2003 along with numerous other Management and personnel related seminars from 1994-2005.

## **CHAD W. COLLINS**

3456 Keithshire Way  
Lexington, KY 40503  
(859) 523-9255 home  
(859) 699-8972 cell  
collins1080@yahoo.com

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### **EDUCATION:**

J.D. **William Mitchell College of Law, 2004**

B.A. **University of North Dakota, 1999** (Communications, Political Science)

A.A. **Community College of the Air Force, 1996** (Electrical Systems Technology)

### **PROFESSIONAL EXPERIENCE:**

**Kentucky High School Athletic Association, Lexington, Kentucky July 2010-Present**

*General Counsel*

- Represent Association in legal matters
- Represent Board of Control when Board is convened
- Ensure compliance with KRS Chapter 13B as it relates to student eligibility and the Due Process Procedures
- Coordinate insurance needs of the Association
- Assistant and coordinate Title IX Education Program
- Assist Commissioner with legislative initiatives in Kentucky General Assembly

**Legislative Research Commission, Frankfort, Kentucky**

August 2008-July 2010

*Legislative Analyst, Administrative Regulations Review Subcommittee*

- Research and draft various bill requests made by members of the Kentucky General Assembly
- Research issues and draft legal memorandum at the request of members of Kentucky General Assembly
- Research and review proposed administrative regulations promulgated by executive branch agencies for the General Assembly to ensure compliance with the Federal and State Constitutions, KRS Chapters 13A and 13B and other state and federal law

*Legislative Analyst, Banking and Insurance Committee*

- Research and draft Issue Topic papers for use by members of the Kentucky General Assembly
- Review proposed administrative regulations promulgated by the Department of Insurance and the Department of Financial Institutions

**Casey Bailey & Maines / Kaplan Law Office, Lexington, Kentucky May 2005-August 2008**

*Associate Attorney*

- Civil Litigation/Insurance Defense, including malpractice, premises liability, education law, products liability, secured transactions, collections, property damage (coal mine blasting and environmental impact liability) and personal injury (wrongful death)
  - State and federal practice
  - Reviewed contracts
  - Appeared for clients in hearings arguing for relief including:
    - Injunctive relief;
    - Summary judgment;
    - Temporary restraining orders; and
    - Any other court ordered hearing
  - Managed the flow of information to the public and opposing counsel for clients

**Commonwealth of Kentucky, Lexington, Kentucky**

August 2004-May 2005

*Staff Attorney, Fayette Circuit Court Judge Mary Noble*

- Assisted in the writing and researching of appellate and trial court decisions
- Assisted in the administration of Trials, Hearings, and other court proceedings

**Coca-Cola Enterprises, Eagan, Minnesota**

January 2000-May 2004

*Account Manager, Driver, Relief Salesman, Merchandiser*

- Developed and executed marketing plans which in turn generated orders in excess of \$1,000,000

**University of North Dakota, Grand Forks, North Dakota**

January 1999-December 1999

*Interim Marketing Director for Athletics*

- Developed and implemented a budget for the marketing department
- Increased the Football revenue by \$20,000 through the development of new advertising signs that allowed more television exposure for sponsors
- Created and published Sports Information guides utilized in the recruitment of college athletes and the pregame preparation of media
- Developed and maintained relationships with print, radio and television media across the state
- Assisted in the hosting and execution of the 1999 NCAA Division II Women's Basketball National Championship Finals
- Assisted in the execution of the NCAA Division I Men's Golf National Championship at Hazeltine National Golf Club, Minnesota

*Marketing Assistant for Athletics*

- Responsible for event management and entertainment during Fighting Sioux Football, Hockey, Basketball and Baseball
- Designed and executed indoor pyrotechnic productions for Division I Men's Hockey games with regional and national broadcast on television
- Assisted the Compliance Director to help ensure the eligibility of student athletes

**Scheels Sports, Grand Forks, North Dakota**

March 1995-August 1999

*Manager, Soccer and Tennis Specialty Shops*

**United States Air Force, Grand Forks, North Dakota**

December 1991-August 1998

*Staff Sergeant*

- Attained the rank of Staff Sergeant well ahead of the average for maintenance technicians within the Inter Continental Ballistic Missile (ICBM) career field

*Noncommissioned Officer in Charge, Environmental Management*

- Managed the disposal of hazardous waste (including nuclear) generated in the closing of the 321 ICBM Missile Wing

*Electrical Team Chief for 321<sup>st</sup> Missile Wing*

- Supervised a two-man team which loaded launch codes and target data for ICBM Minuteman Missiles as well as repaired vital security systems

**Soccer Referee, North Dakota, Minnesota, and Kentucky**

1992-present

*NCAA National Referee*

- Refereed Men's and Women's Division I National Tournaments
- Refereed Men's and Women's Division II National Tournaments
- Refereed Men's and Women's Division III National Tournaments
- Refereed Men's and Women's NAIA National Tournaments

*National Federation of State High School Associations Referee*

- 1994 Referee of the Year, North Dakota
- Referee, 1992-1999 State Tournaments, North Dakota
- Referee, 1999 State Tournament, Minnesota
- Finalist 2006 Referee of the Year, Kentucky
- Referee, 2006, 2007 and 2009 State Tournaments, Kentucky

*United States Soccer Association*

- State Grade Referee
  - Referee Instructor
    - Train and prepare new soccer referees through classroom and on-field training sessions
  - Referee Assessor
    - Evaluate and train referees during on-field evaluations
- 

**BAR ADMISSIONS:**

Commonwealth of Kentucky, 2004

United States Court of Appeals, 6<sup>th</sup> Circuit, 2007

United States District Court, Kentucky, 2005

**ACTIVITIES:**

Fayette and Franklin County Bar Associations

Author for NISOA National Referee Program Newsletter

President, Central Kentucky Soccer Officials Association

Vice President, Lone Oak Country Club Board of Directors

Christian Legal Society member

Staff Writer for The Opinion (William Mitchell College of Law newspaper)

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## **EDUCATION**

*University of Kentucky*

B.A., Marketing, 1990

M.S., Sports Management, 1995

## **EXPERIENCE**

### **Kentucky High School Athletic Association (Sept. 95 – present)**

*Assistant Commissioner (Aug. 2008-present)*

- Manage and serve as day-to-day liaison with member school coaches, participants, officials and administrators in the sports of Volleyball, Baseball and Cheer.
- Serve as support administrator in the sports of Cross Country, Football, Basketball, Swimming & Diving and Tennis
- Serve as ruling officer for KHSAA Bylaws 4 and 12
- Manage corporate partnerships secured by both third party and Association, including fulfillment.
- Coordinate special corporate sponsor functions and recognition.
- Supervise Association interns in addition to personal office assistant.
- Organize statewide student leadership conference as well as participation on national level.
- Manage Dawahares/KHSAA Hall of Fame program including induction guidelines, nominations and banquet.
- Manage special programs including statewide Academic All-State and Student Sportsmanship Recognition.
- Create and administer marketing and promotions for all events of the Association.
- Assist in the maintaining of information for the Association website
- Manage novelty program for all championships and special events of the Association.
- Assist in coordination and management of KHSAA Boys' & Girls' Basketball, Football and Baseball Radio Networks as well as televised events.

*Director of Promotions & Media Relations (July 02 – 2008)*

- Managed corporate partnerships secured by third party and Association representatives and staff, including fulfillment.
- Coordinated special corporate sponsor functions and recognition.
- Supervised Association interns in addition to personal office assistant and part time sales consultant.
- Organized statewide student leadership conference as well as participation on national level.
- Managed Dawahares/KHSAA Hall of Fame program including induction guidelines, nominations and banquet.
- Managed special programs including statewide Academic All-State and Student Sportsmanship Recognition.
- Created and administered marketing and promotions for all events of the Association.
- Assisted in the maintaining of information for the Association website.
- Assisted in game-day event management in all sports and special programs.
- Managed novelty program for all championships and special events of the Association.
- Executed all operations of media relations for member schools throughout the Commonwealth.
- Served as media relations director for all interscholastic sports and their State Championship events, working as liaison between Association and statewide and national media.
- Compiled, produced, coordinated and managed all publications for the Association, including quarterly magazine, monthly newsletter, handbook, event calendar, State Championship event programs and media notes.
- Assisted in coordination and management of KHSAA Boys' & Girls' Basketball, Football and Baseball Radio Networks as well as televised events.

*Sports Information Director (Sept. 95 – July 02)*

- Executed all operations of media relations for member schools throughout the Commonwealth.
- Served as media relations director for all interscholastic sports and their State Championship events, working as liaison between Association and statewide and national media.
- Compiled, produced, coordinated and managed all publications for the Association, including bi-monthly magazine, monthly newsletter, handbook, State Championship event programs and media notes.

- Assisted in formation and management of KHSAA Boys' & Girls' Basketball Statewide Radio Network as well as televised events.
- Assisted in development and maintaining of information for the Association website.
- Served as liaison for Association for its weekly high school sports television show.
- Coordinated and compiled statewide statistical rankings for football, boys' basketball and girls' basketball.
- Supervised interns program as well as personal office assistant.
- Assisted with marketing and promotions for all events of the Association.

#### **Fifth Third Bank Kentucky Holiday Classic Basketball Tournament (Dec. 96 – Dec. 02)**

##### *Media Relations Director*

- Served as media relations director for 19-team high school basketball tournament that included teams from around the country.
- Coordinated pre-tournament information, including kick-off press conference.
- Compiled and assisted in production of tournament program.
- Served as liaison between tournament officials and television production crews (delayed and live).
- Assisted in event management including time formats, radio broadcast scheduling and event set-up.

#### **Kentucky Intercollegiate Athletic Conference (Aug. 96 – June 97)**

##### *Media Relations Director*

- Served as media relations director.
- Compiled volleyball, women's basketball and men's basketball weekly statistical reporting and rankings.
- Coordinated and edited conference handbook and officials' schedule.

#### **Host Communications Printing (Sept. 93 – Sept. 95)**

##### *Customer Service Representative*

- Involved with marketing, selling and production coordination of printing projects.
- Coordinated printing schedules of Host Sports Publishing, NCAA Championships and university sports projects.
- Worked with all production areas of the printing process.
- Worked with Host field offices on production coordination of printing projects.
- Serviced accounts totaling \$2.4 million in annual sales.

#### **University of Kentucky Athletics Association (Dec. 89 – Sept. 93)**

##### *Intern / Graduate Assistant*

- Served as primary media relations contact for women's volleyball, gymnastics and golf teams, while assisting with the men's and women's basketball and football teams.
- Compiled and wrote media guides and press releases for women's volleyball, gymnastics and golf teams while assisting with editing and production of other media guides.
- Coordinated and supervised statistics crew for 1992 and 1993 SEC Women's Volleyball Tournaments.
- Served as Media Coordinator for the 1991 SEC Women's Gymnastics and Women's Golf Championships.
- Served as liaison between local and national media and the men's basketball and football programs.
- Worked as Media Relations Director for the 1993 Kentucky-Tennessee High School All-Star Football Game.
- Assisted with game management and computerized statistics set-up and breakdown for home basketball and football contests.
- Worked on statistical crew for women's basketball contests.
- Assisted with marketing and promotions of various sports programs.

#### **Basketball Weekly (April – 92)**

##### *Freelance Writer*

- Wrote feature story on NCAA Final Four.

#### **Benton Tribune-Courier (Sept. 90 – Dec. 90)**

##### *Freelance Writer*

- Wrote weekly column covering UK Men's Basketball.

**ACTIVITIES**

- Current member of NFHS Citizenship and Equity Advisory Committee
- Former member of NFHS Student Leadership Conference Developmental Advisory Committee
- Guest Speaker, NHSADA Conference
- Guest Speaker/Panelist, NFHS Summer Meetings
- Assist American Volleyball Coaches Association (AVCA) with Annual High School Showcase and Banquet

# Elden K. May

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505 Sheffield Drive  
Versailles, KY 40383  
(859) 215-0959 (Home)  
(606) 923-1590 (Cell)  
ekmay1@gmail.com

*Experience* January 2009 – Present      Kentucky High School  
Athletic Association      Lexington, Ky.

## **Sports Information Director**

Direct all media and public relations efforts for a non-profit organization designated by the Kentucky Board of Education to oversee high school athletics. Also design and edit all the Association publications, including championship event programs, annual handbook, memo calendar, *The Athlete* magazine and all administrative publications. Also responsible for all KHSAA Web site content, history and state records, as well as nightly maintenance of the Rihards/KHSAA Scoreboard, an entity that includes up-to-the-minute scores for football, basketball, volleyball, baseball, softball and soccer.

July 2007 – December 2008      Kentucky Commission on the  
Deaf and Hard of Hearing      Frankfort, Ky.

## **Information Office Supervisor**

Supervised a staff of three employees for an agency within the Kentucky Education and Workforce Development Cabinet. Duties included implementing a public relations and marketing plan for the agency with an emphasis on printed materials, Web site innovation and outreach opportunities. Responsible for designing and editing the agency's printed materials, including brochures, agency reports, press releases and a minimum eight-page quarterly newsletter. Responsible for designing and purchasing advertisements in outside media sources, including newspapers, magazines, radio and television. Also coordinated and assisted in scheduling for DeaFestival-Kentucky, a biennial performing arts festival featuring deaf and hard of hearing artists and entertainers that draws an average attendance of 10,000.

October 2006 – July 2007      IMG World College Division      Lexington, Ky.  
**Editor**

Designed and edited sports media guides and game programs as part of the publishing division for IMG World College Division, formerly Host Communications. Responsibilities included editing, writing and project management. Duties also included extensive interaction with collegiate sports information directors, free-lance writers and graphic designers for information and ideas for the satisfactory and timely completion of projects.

July 2006 – October 2006      Cox Ohio Publishing      Middletown, Ohio  
**Sports Copy Editor**

Sports copy editor for the Middletown Journal and Hamilton Journal-News, newspapers with circulations of 20,000 and 18,000 respectively. Duties included editing and designing an eight-page average daily sports section. Also responsible for planning special sections as well as feature packages for presentation, including compelling photos, graphics and headlines. Also wrote a short column for Page 2 an average of once per week.

October 2002 – July 2006      The Independent      Ashland, Ky.  
**Sports Reporter/Page Designer**

Duties included coverage of 20 area high schools as well as the University of Kentucky and Morehead State University football and basketball programs for an 18,000-circulation daily newspaper. Additional responsibilities included game coverage, human interest features, columns and design of the sports section at least three times per week using Quark XPress. Also assisted with annual football and basketball special sections and scheduling.

May 1999 – October 2002      The Ledger Independent      Maysville, Ky.  
**Sports Editor**

Editor from January 2001 to October 2002. Duties included supervision of a staff of three writers and six stringers for a 9,400-circulation daily newspaper in addition to editing copy, writing stories, designing the section, scheduling and maintaining a budget. Also responsible for coverage of high school sports, the University of Kentucky football and basketball programs, as well as a weekly column. Coverage area included 14 high schools, the University of Kentucky and occasionally the Cincinnati Reds and Bengals. Also coordinated and designed a 48-page fall sports tab, a 24-page basketball preview and a 52-page high school regional basketball tournament tab. Worked as assistant sports editor from May 2000 until named editor in January 2001.



# *Elden K. May*

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505 Sheffield Drive  
Versailles, KY 40383  
(859) 215-0959 (Home)  
(606) 923-1590 (Cell)  
ekmay1@gmail.com

## *Education*

**Northern Kentucky University**  
**Highland Heights, Ky.**  
August 1997 – May 2000  
Bachelor of Arts  
Major: Journalism  
Minor: Political Science

**Hillsdale College**  
**Hillsdale, Mich.**  
August 1995 – December 1996  
Major: Political Science

## *Computer Skills*

- Adobe InDesign
- Adobe Photoshop
- Quark XPress
- Adobe Pagemaker
- Windows Movie Maker Software
- Adobe Dreamweaver
- HTML Programming
- Microsoft Word
- Microsoft Excel
- Microsoft Power Point
- Microsoft Publisher

## *Awards and Honors*

- Best Sports Feature  
Third Place, Class 2 Daily  
2005 KPA Better Newspaper Contest
- Best Sports Column  
Second Place, Class 2 Daily  
2003 KPA Better Newspaper Contest
- Best Sports Section  
Second Place, Class 1 Daily  
2002 KPA Better Newspaper Contest
- Best Special Section  
Third Place, Class 1 Daily  
2002 KPA Better Newspaper Contest
- Best Sports Feature  
Third Place, Class 1 Daily  
2001 KPA Fall Newspaper Contest

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## *Special training*

**Management Matters: Leadership training for effective supervision of state merit employees (required of all new supervisors)**  
Completed September 2007

**Oracle and SQL three-day seminar for effective design, implementation and supervision of new KCDHH database**  
Completed December 2007

**Designing Accessible Communications Media for Persons with Disabilities**  
Completed March 2008

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## **Angela Passafiume**

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### **Education**

University of Louisville, Louisville, KY

Bachelor of Science, Sport Administration, 1994

### **Experience**

**KHSAA**, Lexington, KY

**Assistant Commissioner**, 2010-Present

Presently serve as the rules interpreter, regular and post season sport manager, and liaison between the coaches, officials, and the association in the sports of cross country, basketball, and track and field. Serve as the bylaw compliance officer for bylaws 5, 8, 13, 27. Serve as the director of the officials division in all high school sponsored sports. This includes serving as liaison to the regional policy boards and assigning secretaries. Additional duties include serving as secondary coordinator of the KHSAA Title IX education program, liaison to the KHSADA and NIAAA, as well as liaison to the Kentucky Medical Association Committee on Medical Aspects of Sports.

**Assumption High School**, Louisville, KY

**Athletic Director**, 2003–2010

The well-established athletic program at Assumption has been a challenge to maintain, yet there were many opportunities for improvement and growth. The ability to attract and hire experienced and motivated coaches has been a necessity. The growth of the off-campus athletic facility, The Assumption Green, has also been rewarding through the build of the project, the management of the grounds, and the scheduling of the various field spaces. My goal at Assumption has been to continue to grow the sports program so that all sports have the opportunity to excel in their own right, and improve the overall athletic experience for all athletes, coaches and fans.

- Oversee the athletic program, which includes 15 varsity sports, over 50 coaches, 2 full time employees, an athletic trainer and all athletic facilities
- Ensure compliance of all KHSAA rules, additional policies set forth in the handbook of Assumption High School and uphold the mission of the Sisters of Mercy
- Hire, train, supervise, and evaluate coaches
- Maintain and improve programs to ensure that student athletes have the best possible athletic experience
- Responsible for receipts, expenditures, maintenance, and audit of a \$350,000 annual budget which includes the athletic department and campus store

- In 2009, spearheaded the effort to merge the athletic department and the campus store in order to promote school spirit and generate additional income for the athletic department budget
- Maintain facilities including maintenance of the gymnasium, weight room, track and turf field stadium, softball complex and utility areas
- Responsible for being the voice of the athletic department at donor recognition receptions, sports celebrations, athletic signings, parent meetings, and development gatherings
- Distribute all sport related materials to alumnae relations, marketing and public relations departments and the Assumption Community
- Assistant Commissioner and rules interpreter to Field Hockey and the Director of the Field Hockey State Tournament since 2005
- Created the district alignment for field hockey based on the KHSAA geographical guidelines
- Maintains the athletic handbook for both students and coaches, including drug and alcohol policies and implemented water/hydration policy for student athletes

**Programs and events established and flourished during my tenure:**

- Assumption High School Athletic Hall of Fame, started in 2005 to celebrate our 50<sup>th</sup> school year
- Pink and White Football game – a flag football game played annually since 2008 between Assumption and Sacred Heart raising money for breast cancer research, which to date, has raised \$60,000
- The lacrosse team has grown and has qualified for the post season in each of the past four years
- In 2009, the swimming and tennis teams medaled at the state tournament for the first time in school history
- 76% of the students at Assumption participate in athletics
- National titles in both Volleyball and Dance
- State titles in volleyball, field hockey, track, and cross country

**Walden School, Louisville, KY**  
**Athletic Director, 2001-2003**

The major commitment at Walden was to rebuild the girl's sports program, while continuing to build on the boys programs that were already established. With the vision of creating a great program for the entire school, much preparation went into building the middle school program as well. In the first year, middle and high school participation increased by 70%. In the second year, a lower school competitive sports program was added.

- Ensured compliance with Title IX and all KHSAA bylaws
- Planned and promoted athletic policies, sport events, ticket sales, and student participation in social, cultural, and recreational activities

- Coordinated alumni functions and encouraged alumni endorsement of recruiting and fundraising activities
- Recruited, employed, trained, and terminated department personnel
- Completed and submitted operating budget for approval, controlled expenditures, and maintained financial reports and records
- Met with academic and administrative personnel to disseminate information, identify problems, monitor progress reports, and ensure adherence to goals/objectives
- Identified deficiencies of current programs and modified to best meet the need of the student athletes – mainly adding sports for the individual, but with a team concept
- Promoted school spirit through pep rallies, spirit wear for teams, and encouraging faculty and staff support of the athletic program

### **Walden School**

#### **Head Varsity Girls Basketball Coach, 2001-2003 and Head Varsity Girls Volleyball Coach, 2002-2003**

Rebuilt a girls program which sparked interest in young women to build self-confidence and life-long fitness habits.

- Trained and developed players, and organized practices and managed a training program
- Encouraged team goals to be met and individual growth no matter the outcome of the game or match

### **City of Louisville/Jefferson County Metro Parks and Recreation Department Supervisor of Recreation Programs, 1997-2001**

Supervised one of the most productive community centers in the parks system. These duties included the maintenance and upkeep of the entire facility, all recreational programming (including a ten week summer camp), rentals and control of the \$116,000 budget.

- Supervised 50 employees and volunteers including coaches, counselors, full and part time staff, and specialized instructors
- Began as a supervisor at a new \$1.6 million facility, and built programs from the ground up including athletic programs and leagues

### **City of Louisville/Jefferson County Metro Parks and Recreation Department Recreation Assistant, 1995-1997**

Organized, scheduled, and conducted adult and youth basketball, youth soccer, youth flag football, and adult softball leagues including tournament play.

- Enforced rules and delivered penalties in such a manner that was firm yet respectful

- **City of Louisville/Jefferson County Metro Parks and Recreation Department**

**Track Club Assistant, 1993-1995**

Responsibilities included all aspects of road races held by Metro Parks Track Club including sign ups, packet pick up, late registration, information distribution, race day preparations, finish line duties and award distribution.

**City of Louisville/Jefferson County Metro Parks and Recreation Department  
Aquatic Assistant, 1993**

Coordinated and provided oversight to 13 city and county pools

**Skills**

- Conflict resolution, decision making, and public speaking
- Coaching and motivating staff, conducting training programs, customer relationship management
- Capitol and operating budgets, reporting and documentation, purchasing and material management
- Microsoft office

**Memberships**

- National Interscholastic Athletic Administrators Association, 2001 - present
- Kentucky High School Athletic Directors Association, 2001- present
- Metro Area Athletic Directors Association, 2001 – Present
- MAADA Hall of Fame Committee, 2008 - present
- Kentuckiana Basketball Officials Association, 1993-2002

## References

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