



NORTH BAY LEAGUE

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ATHLETIC DIRECTORS MINUTES, MONDAY, NOVEMBER 26, 2018

THE FOLLOWING ATHLETIC DIRECTORS WERE NOT PRESENT AT THIS MEETING:

Dean Haskins, Montgomery
Mark Anderson, Piner

I. APPROVAL OF AGENDA

Motion to support approval of the agenda as presented.

Motion: Jerry Deakins

Second: Ty Yanez

Motion approved unanimously

II. APPROVAL OF THE NBL CONSENT AGENDA

Item VI.6a: Proposal to eliminate final scores from NCS automatic/at-large playoff applications

Motion to approve the NBL Consent Agenda

Motion: Dave Stiles

Second: Joe Ellwood

Motion approved unanimously

III. APPROVAL OF MINUTES FOR THE PREVIOUS MEETING

Motion to approve the minutes of the previous meeting, previously emailed and available online at www.northbayleague.org.

Motion: Mike Roan

Second: Scotty McKeon

Motion approved unanimously

IV. DISCUSSION OF CONCERNS REGARDING BASKETBALL SCHEDULING (Dominique Bosque)

- **ADs are requested to use Arbiter for posting and reviewing the schedule; Dom is willing to help anyone who wishes to learn this program**
- **Dom provided a template to all ADs as to what he would like to see in terms of a schedule**
- **ADs and coaches must consult with each other and compare master schedules**
- **ADs must confirm game site, date, time and involved teams with their opponents**
- **GGOB is strapped—ADs and coaches are encouraged to recruit former basketball players to work as officials**
- **Dom makes his master schedule from each schools HOME schedule**
- **Thus far, the NBL has had 50 errors in home & away contests**
- **Remember to date your schedule with regard to updates. Be sure the date of the update is on the bottom of your schedule.**

V. NCS SAC AGENDA ITEMS

I. Consent Agenda

Motion to support the approval of the SAC Consent Agenda.

Athletic directors favor supporting the SAC Consent Agenda.

II. Minutes of the previous SAC meeting

Proposal to recommend approval of the minutes of the February 27, 2017 meeting as printed.

Motion supported via consent agenda

IV. CIF Items

A. FOOTBALL

Discussion to determine Nor-Cal/State football advancers, per CIF requirement that all section champions advance; Implementation date 2019 - 20

Starting with the 2019 football championships, all section champions advance to Nor-Cals. This means the runner-up in our current Open division cannot replace the section champion in the

division the team is drawn from, D1-D5. Therefore, NCS member schools need to decide if they wish to continue with the current format, with the Open runner-up's season ending with the NCS Championships, or should we be looking at an even bigger adjustment to the championship format.

Right now in the CIF Championships, NCS receives an entry in our Open, D1, D2, D3, D4 and D5 Championships.

In conversation with the state office the following are potential options (pending approval):

1. Adding a division (Open, D1, D2, D3, D4, D5, D6, 8-person football), but would reduce the brackets to eight teams. This would eliminate approximately 18 teams from this year's championships.
2. NCS can maintain the 12-16 team brackets but separate the brackets 1-8 and 9-16, with the 1-8 winner advancing to the CIF Nor-Cal Championships.
3. Schools may wish to eliminate the Open Division, now that the runner-up cannot go. In one above, the divisions could be D1, D2, D3, D4, D5, D6, D7 and 8-person. The names of the Divisions are not important, other than an Open is perceived as picking the best number of teams. If we are not doing that with any format change then the Open title should not be used.

Concerns/discussion points

- **Who would be determined as the NCS Champion?**
- **Does this create a second tier championship?**
- **Perhaps we should eliminate the Open Division**
- **None of these proposals look really good**

B. WINTER SOCCER

Proposal to determine automatic qualifiers for CIF Nor-Cal Championships

22.2901H Nor Cal Championship

Qualifying to CIF State/regional championships IMMEDIATE IMPLEMENTATION

Teams/Individuals must compete, and qualify through, their respective CIF Section Championships to participate in CIF State/Regional Championships. The NCS will determine it's 10 Qualifiers to the CIF Regional Soccer Championships in the following manner:

All Division Champions (4)

All Division runners-up (4)

The (2) remaining spots would be allocated to the highest seeded semifinal losing teams. In the event of a tie between highest seeded semifinal losing teams, NCS Staff would select the two teams based on the section's seeding criteria.

No concerns by the ADs; they are supportive of this process

V. NCS Items

A. ALIGNMENT

Single sport alignment during conference alignment

X. PROCESS FOR A CONFERENCE TO ALIGN FOOTBALL ONLY A SINGLE SPORT DURING THE SCHEDULED ALIGNMENT CYCLE

1. A conference may elect by, a majority of schools, to align a single sport **the sport of football** during the scheduled alignment cycle according to the established alignment calendar.
2. When conducting such process, no conference member school may be excluded. All conference schools are guaranteed placement in a league arrangement.
3. Any single sport league **The football** alignment must meet the following criteria:
 - a. A minimum of six schools in each established league.
 - b. Maintain current alignment criteria of competitive equity and geographical proximity.
 - c. Factors not to be considered by conferences, Alignment Committee or the Board of Managers in aligning schools would include, but not be limited to:
 - i. Aligning schools within the same district or diocese in the same league,
 - ii. Maintaining traditional rivalries, and
 - iii. Composing leagues exclusively of public or private schools.
 - iv. Using enrollment data as a measure of competitive equity.

F. PROCESS FOR NON-LEAGUE AFFILIATE MEMBERS TO JOIN BASIC LEAGUES

1. Non-league affiliate schools inform the NCS office of their intention
2. The Commissioner will recommend placement of the school in the most approximate Class A or geographical conference. The Alignment Committee will review and forward a final recommendation to the Board of Managers.
3. Non-league affiliate schools petition to the basic league of their choice.
4. The respective basic league will give consideration of the criteria listed above in Bylaw 106.E and make a recommendation to the Alignment Committee to approve or deny the request.
5. The Alignment Committee will render a decision on league placement, the non-league affiliate school or the league may appeal per the Appeal Procedures under Alignment Handbook Bylaw 106.H.

G. SCHEDULE FOR 2024-2028 QUADRENNIAL ALIGNMENT CYCLE

February 2022

The Alignment Committee will begin discussion at its regularly scheduled spring meeting regarding the process for the 2024-2028 Quadrennial Cycle and alignment of member schools into basic leagues.

February 2022

The Alignment Committee will consider requests from schools or conferences to change conference membership, **and conduct a voting process for any conference that wishes to align the sport of football in addition to alignment of other conference member schools a single sport.** The Alignment Committee shall place schools into conferences **and announce any conference vote to align the sport of football a single sport.**

March 2022

The Board of Managers will approve the composition of the initial conferences.

May 2022

The NCS Commissioner will forward league alignment proposals to NCS league member schools and league commissioners. **For conferences who have elected by a majority vote to align the sport of football a single sport the NCS Commissioner will forward single sport football league alignment proposals at the same time as the league alignment proposals.** Leagues discuss **all alignment proposals.** A letter announcing the alignment function and requesting completion of the "School Result Form" will be sent from the NCS Commissioner to member schools. Principals will return the completed form to the NCS office by May 16, 2022. The NCS Office will compile survey data.

September 2022

Each conference will hold a Conference League Alignment Workshop to discuss league alignment, **and if necessary, football single sport alignment,** consider all proposals and develop recommendations for **basic, or football single sport,** league alignment. Schools may submit alignment proposals directly to the NCS office. The NCS Office will request Total enrollment report data from all member schools.

October 2022

Each conference will conduct a Conference League Alignment Meeting where principals and/or acting principals will vote on league alignment proposals, **and football single sport league alignment,** and forward to the Alignment Committee following all NCS alignment guidelines.

October-November 2022

Conference recommendations may be appealed to the Alignment Committee by any conference member school or the NCS Commissioner of Athletics. Alignment Committee will meet at its regular winter meeting to review conference recommendation, appeals and conduct the business of alignment of the section.

January 2023

Alignment Committee will review with the NCS Board of Managers the tentative alignment of NCS member schools into basic leagues for the 2024- 2028 Quadrennial Alignment Cycle.

January-February 2023

The Alignment Committee will conduct any Appeal Hearings.

February 2023

The Alignment Committee will vote to approve the final league alignment by conference, forwarding all committee recommendations to the Board of Managers for final approval in April-May.

March-April 2023

The Board of Managers will vote on the final placement of NCS member schools for the 2024-2028 Quadrennial Alignment Cycle.

August 2023 – June 2024

Leagues for the 2024-2028 Quadrennial Alignment Cycle will begin to meet in preparation for the start of the new cycle in the fall of 2024.

August 2024

The 2024-2028 Quadrennial Cycle commences.

Concerns/comments

- **In terms of competition, this is great**
- **Logistics appear to be very difficult**
- **More travel time which would result in added costs**
- **Does any other section use this process? If so, how is it working?**
- **How often would the teams be evaluated as to placement?**
- **Drop in talent could doom a school**

B. 3-YEAR CALENDAR

Proposal to adopt remaining two years of 3-year calendar (2019-20 & 2020-21)

Attachment D is available on-line at www.cifnics.org, governance, Sports Advisory Committee. A copy will also be provided at the meeting.

ADs are supportive of the 3-year calendar

C. GOLF

Proposal to adjust qualifiers and scoring

Division 2 Championship/Individual Qualifier

Tournament Field=up to 144 total golfers (BOM 1/27/12)

Scoring: Play ~~6~~ **5** golfers top 4 will score. (Division 2 Tournament will use the double par plus 2)

D2 League Champions automatically qualify plus ~~4~~ **5** individuals not on qualifying teams from **all** leagues.

The remainder of the field will be selected from the At-large selection committee.

The top eighteen (18) scoring individuals will advance to play in the Division I Championship.

Discussion/Rationale: To improve the quality of the competition by eliminating the #6 golfer on the team side and adding the 5th place golfer from each league. This would also improve the pace of play.

ADs unanimously support

D. BASEBALL/SOFTBALL

Proposal to adjust 15.204H and 23.100H to include media pass holders, camera crew personnel and photographers IMMEDIATE IMPLEMENTATION

15.204H Helmet Requirements (NCS) – “In addition to NFHS Baseball rule requirements for the use of protective equipment by a player/student, and the State Adoption set forth in 15.203, the NCS requires adult coaches, adult team supervisors and adult bat/ball shaggers to wear a protective helmet. Play will not continue until compliance with this rule is met. It is recommended that the helmet meet NOCSAE standards.” **It is also mandatory that Media Pass Holders, camera crew personnel and photographers wear a protective helmet if they are in the field of play. Individuals who do not have a protective helmet will be required to watch or film the game from a location that is not within the field of play.**

23.100H Helmet Requirements (NCS) – “In addition to NFHS Softball rule requirements for the use of protective equipment by a player/student, and the State Adoption set forth in 22.100H g, the NCS requires adult coaches, adult team supervisors and adult bat/ball shaggers to wear a protective helmet. It is recommended that the helmet meet NOCSAE standards. Play will not continue until compliance with this rule is met.” **It is also mandatory that Media Pass Holders,**

camera crew personnel and photographers wear a protective helmet if they are in the field of play. Individuals who do not have a protective helmet will be required to watch or film the game from a location that is not within the field of play.

ADs unanimously support

E. TENNIS

Proposal to amend 25.501H to establish competitive-equity based brackets

To amend 25.500H TEAM TENNIS CHAMPIONSHIP SERIES INFORMATION

24.501H Divisions and Bracketing

The NCS/Les Schwab Tires Team Tennis Championships will be conducted in two divisions. All NCS member leagues or supplemental leagues are eligible to participate. (see Bylaw 507H)

Divisions are as follows:

- a. ~~Division I (see website for current divisions)~~ *Open Division (Teams 1-16 based on competitive equity)
- b. ~~Division II (see website for current divisions)~~ Division 1 (Teams 17-32 based on competitive equity)

*Nor-Cal eligible bracket

24.504H Minimum Qualifying Record

To be accepted as a participant in the NCS/Les Schwab Tires Team Tennis Championships, a team shall have compiled a .500 overall record, ~~or a .500 record against teams in its own division~~ or a .500 record in its own league.

Discussion/Rationale: To create a true competitive equity model that balances both brackets, similar to the CIF model (in certain sports). The existing enrollment breaks would remain the same for the purposes of qualifying to the singles and doubles tournaments.

Comments/concerns:

How are the rankings determined?

What is the rubric for seeding?

Who would seed the tournament?

F. FOOTBALL

Proposal to amend 19.101H NCS Tie Breaker System to mirror overtime procedures adopted for CIF state and regional games

19.100H STATE/SECTION MODIFICATIONS AND ADOPTIONS

19.101H Tie Breaker System

- a. By State Association adoption, if, at the end of the fourth period, the teams have identical scores, the tie may be resolved, if authorized by its league, using the National Federation 10-yard line overtime procedures overtime procedures adopted by the CIF for Regional and State football championship bowl games. The National Federation 10- yard line overtime procedures are the only NCS approved overtime procedures.
- b. In the NCS/Les Schwab Tires Championships, the National Federation 10-yard line overtime procedures adopted by the CIF for Regional and State football championship bowl games will be used. In the CIF Regional and State Football Championship Bowl Games, the National Federation 25-yard line overtime procedures will be used.

ADs unanimously support

G. WATER POLO/SPORTSMANSHIP

Proposal to amend ejection policy for water polo

To add the following language from the NFHS Water Polo Rule book to the NCS Ejection Policy for Water Polo. Any player found to be committing these acts would be ejected from the contest and the following contest.

ADD:

7 - 12 - 1 A player committing an act of misconduct engages in behavior such as:

- a. The use of profanity, obscene, abusive, threatening language or gestures
- e. Refusal to follow directive or show disrespect toward a referee or an official.

Does this rule apply to the NCS Ejection Policy? YES

ADs unanimously support

H. WRESTLING

Proposal to amend 29.501H—Boys bracket size IMMEDIATE IMPLEMENTATION

Motion to reduce the boys' wrestling bracket to a 40-man bracket, with the following at-large changes:

ENTRIES

BVAL (6) 3
CMC (11) 3
DAL (13) 5
EBAL (10) 5
HDNL (8) 3
MCAL (8) 3
MVAL (9) 3
NBL (12) 5
TCAL (8) 2
VVAL (7) 3
WACC (8) 3

Total Entries 38

At - large Entries 4 2

Total Entries ~~42~~ 40

If any league does not fill their entry allotment in any given weight class, the open spot will become an at-large entry (as opposed to an alternate). The wrestling management committee will evaluate this entry system on a 2-year basis.

Rationale: When the wrestling management committee voted on this item in March, they did not have enough information regarding how complicated and problematic adding two qualifiers would be. Reducing the at-larges from 4 to 2, which reduces the total bracket from 42 to 40, allows existing league entries to remain the same, allows leagues to continue to be separated in the bracket, keeps the tournament staff in place, allows the existing brackets program to continue to be used and reduces tournament staff time in trying to fill brackets prior to the event.

ADs unanimously support

VI. NCS NEW BUSINESS

A. NCS TEAM PLAYOFF APPLICATIONS

Proposal to eliminate final scores from NCS automatic/at-large playoff applications

Motion to propose that the NCS modify the application for automatic and at-large placement in NCS Championship Events to eliminate the final score of contests. Implementation date 2019 - 2020

Rationale: Win/loss is very important for both qualifying for NCS Championship events and for purposes of seeding. The final score is not to be considered and therefore is not necessary for inclusion on the application form. It only serves as an unintended distraction. For example if Team A defeats Team B 50 – 3 and Team C defeats Team B 6 – 3, it is human nature to then assume that team A must be much stronger than Team C because it defeated Team C by a higher score.

Passed unanimously at the NBL AD meeting and the NBL Board of Managers meeting on September 27.

B. FOOTBALL

Proposal to increase the number of playoff brackets from seven to up to 13. Each bracket would allow for a maximum of eight teams (Open remains at 4)

Attachment L is available at www.cifnics.org, governance, Sports Advisory Committee. A copy will also be provided at the meeting.

- **Who would earn points to go up in terms of competitive equity?**
- **ADs like this proposal**

C. 1003H Air Quality Index (Proposed by EBAC)

An air quality index of less than 151 must be registered for all high school outdoor athletic events hosted by NCS member schools during preseason, league and section championship events. NCS member schools may not host outdoor contests when the AQI is equal to or greater than 151. NOTE: Host school determines AQI using an app or website info. (NCS Board of Managers 4/3/18)

Proposal: Add to current bylaw that the **levels must be sustained at 151 PM 2.5 or above for a two - hour period of time for all high school outdoor athletic events** hosted by NCS member schools during pre - season, league, and Section Championship events.

Vote from the league regarding the proposal: 10 – 0

Date of Requested Implementation: Immediate

Rationale in Support of Proposal:

A value should be placed on the AQI which is PM2.5 and levels can fluctuate which we saw earlier this fall season. Levels were right around 150 and some events were played while others were cancelled. By monitoring and seeing a sustained level over a period of time you will be able to see how levels are trending and how current weather conditions might be affecting air quality. Air temperature, wind and humidity can all cause changes to the levels. One of the challenges as well, is as levels rise we saw the Bay Area Air Quality Management District website as well as Airnow.gov both fail. You were unable to get current readings in some parts of the Bay Area for an extended period of time. By having school staff monitoring the site over a period of time hopefully you can determine what is in the best interest of the student athletes and spectators for your events. Participating schools can make a determination of when to postpone, delay, or cancel an event based on travel time etc.

What about PE classes or other outdoor school activities?

Schools and districts should have different policies for in school and after school activities. Regardless of the event school officials should know who are the sensitive individuals which may have difficulty with activity during different air quality situations.

Air Quality Policy

Detection Method

The Athletic Department Staff (determined by the school site) will monitor the Air Quality Index using www.airnow.gov and www.baaqmd.gov which display the recommended guidelines for exercise based on the air quality reading for that day. The Athletic Department Staff (determined by the school site) will continually update the following people in regard to air quality and recommendations for outdoor activities.

- Athletic Director
- Athletic Trainer
- Sport specific head coaches
- Game officials/referees/umpires
- Visiting team head coach and athletic trainer (if available)

Air Quality Index

The Air Quality Index (AQI) is an index for reporting daily air quality. It shows how clean or polluted your outdoor air is and what associated health care effects might be. The AQI focuses on health affects you may experience within a few hours or days after breathing polluted air. The five major air pollutants include: ground-level ozone, particle pollutants, carbon monoxide, sulfur dioxide, and nitrogen dioxide. For each pollutant the Environmental Protection Agency has established national air quality standards to protect the public health. The Athletic Training Staff will utilize the following table with regards to the Air Quality Index to make recommendations for activity restrictions. **The Athletic Department Staff (determined by the school site) will adjust student activity level based on real - time readings delivered by the AirNow. Due to the variability of real time hourly readings, outdoor activities are adjusted for sensitive individuals (including but not limited to, those with Asthma or Sickle Cell) after one reading in a given risk level and for normal individuals after two consecutive readings in a given risk level. If the AQI hits 151 PM2.5 for two consecutive hours, then all outdoor activities will be postponed or cancelled.**

AirNOW Outdoor Activity Guidelines

Prior to the start of competition, decision to delay start of game due to poor air quality will be decided by The Athletic Department Staff (determined by the school site) on site with assistance from the game management officials, athletic director, and head coaches. If the AQI reaches 151 PM2.5 “Unhealthy” for two consecutive hours the game will need to be delayed until a lower reading occurs. If the air quality forecast does not show a lower reading then the game will be cancelled. If a game has begun, decision to postpone game due to poor air quality will be decided by the head referee/umpire with input from the Athletic Department Staff (determined by the school site).

Air Quality Index (AQI) Values	Levels of Health Concern	Colors
<i>When the AQI is in this range:</i>	<i>..air quality conditions are:</i>	<i>...as symbolized by this color:</i>
0 to 50	Good	Green
51 to 100	Moderate	Yellow
101 to 150	Unhealthy for Sensitive Groups	Orange
151 to 200	Unhealthy	Red
201 to 300	Very Unhealthy	Purple
301 to 500	Hazardous	Maroon

Comments/concerns:

- **ADs felt that this was a type of ploy to allow participate when it might be inherently dangerous for our student athletes. They were NOT in favor.**

VII. OLD BUSINESS

- A. There is no old business at this time.

VIII NCS ROUND TABLE DISCUSSION (Proposed by WACC)

- A. Insurance for leagues and 501(c)3 exemptions
- B. League commissioner compensation
- C. Split leagues and NCS automatic qualifiers

IX. STAFF REPORTS

- A. Commissioner
- B. Associate Commissioner
- C. Assistant Commissioner

VI. NBL NEW BUSINESS

- A. NBL Qualifying tournament—amendment to NBL Rule 15.801.

Motion to support this amendment, effective immediately

Motion: Ty Yanez

Second: Jeff Nielsen

Motion supported unanimously

At the conclusion of the regular dual meet season, the North Bay League shall have a league tournament to qualify ~~male~~ wrestlers to the NCS ~~Boys'~~ Wrestling Championships. ~~The tournament will be a two-day tournament, taking place on a Friday and Saturday.~~ **Matches for male wrestlers will take place on Friday, with any necessary extra matches taking place on Saturday.** ~~Female wrestlers~~

~~currently can enter the NCS Girls' Wrestling Championships on an application basis which qualifies them for the CIF Girls' State Meet. Wrestlers must enter the championship series designated for their particular gender. Matches for girls will take place on Saturday, following the boys' competition. On both Friday and Saturday, weigh-ins will take place beginning at 9 AM and matches will begin at 11 AM.~~

Hosting of this championship will be rotated alphabetically.

Motion supported by coaches from Windsor, Ukiah, Rancho Cotate, Cardinal Newman, Healdsburg, El Molino, Analy and Elsie Allen.

Motion not supported by: Maria Carrillo, Piner and Santa Rosa coaches
Montgomery abstained from voting

B. Amendment to NBL Rule 15.807—NBL Wrestling Championship

Motion to amend NBL rule 15.807 as written below.

Motion: Ernesto Aubin

Second: Dave Stine

Motion approved unanimously

~~The NBL wrestling championship shall be awarded to the team earning the most points in the league season. Points shall be awarded as follows:~~

~~1. One point for each dual meet win.~~

~~2. Three points for the first place team in the league tournament; two points for the second place team in the league tournament; one point for the third place team in the league tournament.~~

~~The league champion will be the team with the most number of points.~~

The NBL wrestling championship shall be awarded to the team earning the most points in the league season. There will be one point awarded to the winner of each league dual meet.

C. The NBL coaches requested that a pennant be awarded to the winner of the qualifying tournament, in addition to the NBL dual-team winner.

ADs did not support this request and took no action on this item

D. Discussion of NBL General Rule 8, page 19 (Jan)

1. Intention not to field a team

a. Any school not intending to field a varsity team in a league sport must declare that by the start of the previous season. In team sports, the school must field a varsity team first. If a school needs to drop a varsity team and have only a junior varsity team and they have missed the deadline for notification, that school may petition the league to have a JV team instead of a varsity team.

b. If a school is unable to field a varsity team, the scheduled league contests that are not played as a result of that school's inability to field a varsity will be counted as no-contests (neither a win nor a loss). *NBL Board of Managers, 4/22/14*

Jan was directed to revise General Rule 8 to reference varsity football and change the word "must" to "should" and then bring it back to the next AD meeting

E. Discussion of NBL Constitutional Rule Article XII, Forfeiture of Contests, page 14 (Jan)

A. All reasonable efforts shall be made by schools and administrators to prevent situations from reaching the state where a school finds it necessary to cancel a contest with another member school. In all but the most unusual cases, disagreements shall be settled by the principals of the two schools. In cases where agreements cannot be reached, a special Arbitration Committee shall be named to adjudicate disputes between schools. The following provisions relate to the committee.

1. It shall be composed of three members appointed by the president or commissioner.

2. The committee shall judge and make final disposition of the case. A copy of the decision shall be sent to the commissioner.

Discussion of this item focused on cancellations due to air quality or other unsafe conditions; allowing the athletic director to make the decision of a varsity game was to be cancelled, yet making sure that the principal or his/her designee was aware of the reason for the decision.

F. **Notifications when a school is unable to field a team at either varsity, JV or freshman level (Jan)**
This item was not discussed.

G. **What is the proper protocol when a school elects not to move on to the NCS Championships? (Jan)**
a. Who should advance if the #1 chooses not to participate? Do we go down the line in each division? Offer it to just the #2 and then move to the other division? Ideas?
b. When should the team declare its intentions to NOT participate? What are the ramifications to the league if the intent to NOT participate is not made in a timely manner?

The athletic directors proposed the following amendment:

If the Redwood #1 does not want to move on, then the automatic will be offered to the Oak #2

If the Oak #1 does not want to move on, then the automatic will be offered to the Oak #2

H. **Should the divisions have to follow the same format for participation in post-season league-sponsored tournaments that are solely for qualification to the NCS Championships?**

How do we deal with the different philosophies that are a result of previous league practice? Jan will cite examples from her experience with girls' tennis and golf in the fall season.

I. **Windsor had over 70 girls and about 65 boys try out for soccer. How were soccer try-outs for other schools? (Jamie)**

J. **Track talk time. (Jamie)**

K. **Concussion base-line tests—discussion of the law and requirements and how schools prepare their coaches, athletes and parents? Windsor has had a few avoidable instances at practices and is looking to learn about other policies to help Windsor and the WUSD. (Jamie)**

L. **Elmer Brown Award (Jan)**

How do we determine a champion in each division if some schools move back and forth from division to division, depending on the sport?

Clarification: One award will be given out to the school with the most number of points in varsity boys' competition and one award will be given out to the school with the most number of points in varsity girls' competition. The winner of the awards will be announced at the last AD meeting IF all information needed has been received by the commissioner.

M. **Fall GPAs—All fall GPAs have now been received**

N. **Items from the floor**

- **Piner won't have a track facility beginning on February 8 and ending (hopefully) on April 19**
- **Elsie Allen will also have its track facility refurbished this spring**
- **Analy and El Molino swim at Ives Pool in Sebastopol**
- **Healdsburg and Windsor share the Healdsburg pool**
- **Rancho Cotate swims at Honeybee Pool**
- **All other NBL schools share Ridgway and Finley in Santa Rosa**
- **The swim meeting will be held on Tuesday, December 10 at the Santa Rosa City Schools Board Meeting Room, beginning at 6 PM.**

INFORMATION ITEMS

A. **Eligibility Committee Meeting summary (Dean)**

Dean was unable to be present at the AD meeting and will present at the next AD meeting in January

B. **From the desk of Pat Cruickshank, Assistant Commissioner, North Coast Section, CIF**

- **WRESTLING PHYSICIAN CLEARANCE FORMS:** As a reminder, all student-athletes who are assessed at less than 7% body fat (males) and 12% body fat (females) must have a physician clearance form signed by the assessor, physician, parent, coach and site principal. This form must be turned into the NCS Office

and input online before the wrestler is cleared to compete. All assessments can take place up until January 15, 2019.

- **TRACK/WRESTLING WEBSITE AND WRESTLING ASSESSMENTS:** Weight assessment date will once again be at TrackWrestling (www.trackwrestling.com). Information handbooks have been linked on the NCS website. Wrestling assessors' re-certification is being done online through the CIF website and any new assessors can contact the NCS Office for an in-person certification training. Wrestling assessments began October 15 and must conclude by January 15, 2019.
- **REMINDER—SOCCER UNIFORMS:** Effective immediately, high school soccer teams will be reversing their home and visiting uniforms. The home team will wear dark jerseys and socks and the visiting team will wear white jerseys and white socks. Please make sure that your coaches are aware of this change.
- **PLAYOFF APPLICATIONS:** Schools, ADs and coaches should familiarize themselves with the process of filling out an at-large application. Too many times this past fall NCS had to walk coaches through the process at the last minute. It would be helpful to NCS staff if coaches would work on their application well advance of the deadline and then update it with the final game results. If they are playing on the final day applications are due, they can file those and then e-mail, call or text in the final game results and NCS can add it to the application. Also, it is important for them to fill out both pages and rank the teams in their respective divisions. This helps seeding committees with the process when needed. Finally, there has always been a deadline (time/date), but that doesn't mean that schools need to wait until that deadline to file their application.

C. From the desk of Bri Niemi, Associate Commissioner, North Coast Section, CIF

- **2019 NCS WINTER AT-LARGE AND SEEDING MEETINGS:** All winter sports seeding meetings will take place on February 10 at the NCS office, with the exception of boys' wrestling, which will take place at College Park High School. For basketball and soccer, game balls will be available for hosting schools to pick up at the NCS office between 12 and 3 PM on seeding Sunday and during the week from 7:30 to 4. Site director handbooks and team handbooks will be available online only. Tickets for the first three rounds are to be provided by the school. Tickets for the finals will be provided by the NCS. Hosting schools in the CMC, HDNL and NBL will not be required to pick up their balls. Rather, a representative from the league will be coordinating the pick-up from the NCS and delivery to a more central area.
- **BASKETBALL FOUNDATION GAMES AND SCRIMMAGES:** Per Gil's email last week, the CIF did give permission to sections to make exceptions to Bylaw 1206, due to games cancelled by the school district/school for poor air quality. It is important for schools to remember that any postponed Foundation Game or scrimmage must be approved by the NCS office (Gil, Bri or Pat) and rescheduled to no later than the end of December. Call or email the NCS with any questions.
- **CIFHOME: PLAYOFF APPLICATIONS:** As a reminder, basketball and soccer playoff applications will be available for submission on CIF Home this winter, as well as via PDF on the NCS website. Athletic Directors will need to set coaches up with access to CIFHome (limited to playoff applications only) prior to the deadline. In addition, coaches should be reminded to fill out their applications well in advance of the deadline, especially if they have a game schedule on Saturday, and then submit their final game results to NCS that day/night.
- **CROSS COUNTRY WRAP-UP:** As most of you are aware, after a postponed cross country championship from Saturday to Tuesday, the NS was only able to conduct 5 or the 10 races before they had to continue due to poor air quality. State advancers (tams and individuals) from those races that were unable to compete, were selected by an "Advance Committee", approved by the NCS cross country management committee. The management committee is meeting this week to discuss ways in which the NCS can improve their contingency plans, should they ever find themselves in a situation like this again. No entry fees were charge for those teams or individuals that did no compete, including the race that was at the starting line when the event was called. Finally, since cross country was not discussed on the Executive Committee emergency call, NCS staff made the decision to award NCS pennants, plaques and medals in the races that were not conducted to the teams and individuals as they finished at the state meet. While not a perfect solution, the belief is that this is the best way to award those that were unable to compete. Awards have been mailed to the schools. Note: Jan gave Piner and Maria Carrillo their awards at the Wednesday Cross Country meeting.

D. INFORMATION REGARDING LEGAL WINTER SEASON TEAMS, i.e. BASEBALL

Questions for an AD to ask regarding legality of a winter season progra

- **What is the name of the club team?**
- **Is it a legitimate club team? Does it have a business license, pays taxes, registered with a "parent" company?**
- **When were tryouts?**

- How were try outs advertised? Do you have proof of form of advertisement?
- Does the team have liability insurance? Proof of rental?

NCS Constitutional rules relating to practice out of season and club teams conducted out of season

- 504(B) in the NCS Constitution

In the Sports and General Ruling Bylaws

- 109(H)
- 111(H)
- 112(H)
- 114(H)
- 202(H)
- 203(H)
- 206(H)
- 208(H)

ADJOURNMENT

Motion to adjourn the meeting

NEXT MEETING: JANUARY 14, 2019, 9 AM AT THE SRCS SCHOOLS COMPLEX