

BOARD OF MANAGERS MEETING MINUTES
Monday, October 13, 2014

ATTENDANCE

Graham Rutherford	Cardinal Newman	Brad Coscarelli	Santa Rosa
Jerry Bonfigli	Cardinal Newman	Kathy Hower	Santa Rosa
Stephan Owen	Casa Grande	Gordon Oslund	Ukiah
Rick O'Brien	Casa Grande	Ty Yanez	Ukiah
Rand Van Dyke	Maria Carrillo	Jeff Hardie	Windsor
Laurie Fong	Montgomery	Chris Vitrano	Windsor
Chris Giovannini	Montgomery	Marie Sugiyama	NBL Commissioner
Angie Scardina	Rancho Cotate	Jan Smith Billing	NBL Assistant Commissioner

I. APPROVAL OF NBL BOARD OF MANAGERS AGENDA

Motion to direct the NBL representatives to the NCS Board of Managers vote to approve the NCS Board of Managers Agenda.

Motion: Rand Van Dyke, Maria Carrillo Principal
Second: Chris Vitrano, Windsor Vice Principal
Passed : 8 - 0

II. APPROVAL OF THE NBL BOARD OF MANAGERS CONSENT AGENDA

Motion to approve the NBL Board of Managers consent agenda, as listed below.

Motion: Rand Van Dyke, Maria Carrillo Principal
Second: Chris Giovannini, Montgomery Athletic Director
Passed: 8 - 0

1. Minutes for the September 7, 2014 NBL Board of Managers meeting
2. Adoption of the NCS Board of Managers Agenda (NCS I.)
3. Adoption of the NCS Board of Managers Consent Agenda (NCS II.)
4. NCS Audit (NCS V.B.)
5. Quorum at Board of Managers Meetings (NCS V.E.)
6. Adjustment to CIF Bylaw 504 I

III. APPROVAL OF MINUTES FOR THE PREVIOUS MEETING

Minutes approved via consent.

Minutes of the September 7, 2014 NBL Board of Managers meeting (previously emailed and posted at www.northbayleague.org)

IV. PUBLIC COMMENT

Pursuant to Education Code Section 54954.3 and Education Code section 33353, any member of the public wishing to speak on any matter within the subject matter jurisdiction of the NBL, CIF, and NCS will be heard at this time. The time for such comment is no more than three (3) minutes per person on an item and no more than twenty (20) minutes total on an item or as designated by the Chair.

There was no member of the public present to speak to the NBL Board of Managers.

V. NCS BOARD OF MANAGERS AGENDA ITEMS

Motion to direct the NBL representatives to the NCS Board of Managers approved by consent.

I. ADOPTION OF NCS BOARD OF MANAGERS AGENDA

Motion to direct the NBL representatives to the NCS Board of Managers vote to adopt the NCS Board of Managers Agenda approved via consent.

II. ADOPTION OF NCS CONSENT AGENDA

Motion to direct the NBL representatives to the NCS Board of Managers vote to adopt the NCS Board of Managers Consent Agenda approved via consent.

- Approval of the minutes of the NCS Board of Managers Meeting held on April 25, 2014 (NCS III)
- 2014 - 2015 NCS Budget Adjustments (NCS V.C.)

- CIF Representatives to the CIF Federated Council (NCS VI.A.)
- Motion to allow schools in the sport of lacrosse to host through the finals as is done in volleyball, provided the school site meets the hosting criteria. (Immediate implementation)(NCS IX.A.)
- Motion to adjust the attendance criteria for hosting NCS Championship series lacrosse games. (Immediate Implementation) (NCS IX.B.)
- Deletion of Bylaw 18.106H Physical Conditioning Session (NCS IX.C.)
- Football Film Exchange (NCS IX.D.)
- Eliminate the prohibition of pepper as a warm-up drill in the sports of baseball and softball. (Bylaw 15.501H(f)/22.501H(f) (NCS IX.E.)
- Proposal to amend 23.502H (CONSENT via the Swim/Dive Management Committee) (NCS IX.F.)
- Proposal to change the Division III Dual Team Wrestling Championship to a mandatory 6-team bracket, with up to 4 at-large spots available. (NCS IX.G.)
- Proposal to change the final date for competition and deadline for leagues to determine dual team qualifiers to one day earlier. (NCS IX.H.)
- Revision of wrestling seeding criteria and procedures (NCS IX.I.)

III. APPROVAL OF MINUTES OF THE NCS BOARD OF MANAGERS MEETING HELD ON APRIL 25, 2014 (Previously emailed and posted on NCS website).
Approved via NCS Consent Agenda.

V. NCS FINANCIAL ITEMS

A. 2014 - 2015 August Balance Sheet

Review of the 2014- 2015 balance sheet

Available on-line at www.cifnics.org, Board of Mangers Meeting Agenda, attachment A.

B. 2013 - 2014 Audit; Management Letter and Financial Statements

Motion to direct the NBL representatives to the NCS Board of Managers vote to support the 2013 - 2014 NCS Audit.

Motion to direct the NBL representatives to the NCS Board of Managers vote to approved the 2013 - 2014 NCS Audit supported by NBL Consent Agenda.

Review of the management letter and audit recently concluded by Regalia and Associates

Available on-line at www.cifnics.org, Board of Managers Meeting Agenda, attachment B.

In summary, based on the testwork Regalia and Associates performed and the documents they examined, Regalia and Associates is not aware of any material weaknesses or significant deficiencies in North Coast Section - CIF's operations.

C. 2014 - 2015 Budget Adjustments

Motion to direct the NBL representatives to the NCS Board of Managers vote to support the budget adjustments approved by consent.

Review and possible adjustment of the North Coast Section 2014 - 2015 budget

Available on-line at www.cifnics.org, Board of Managers Meeting Agenda, attachment C.

D. 2014 - 2015 Targets

Motion to direct the NBL representatives to the NCS Board of Managers vote to support the NCS Targets for 2014 - 2015.

Motion: Gordon Oslund, Ukiah Principal

Second: Graham Rutherford, Cardinal Newman Principal

Motion supported unanimously.

1. NCS staff, with assistance from the North Coast Section Athletic Directors' Association, will develop fall, winter and spring check lists to assist athletic directors with seasonal responsibilities.
2. NCS staff will develop a one-page academic eligibility review outlining the State of California and CIF guidelines for academic eligibility, potential waivers, application of the probationary period, grade changes, date of determination, summer grades, etc. that can be used by our school administrators to apply academic eligibility consistently and within the stated law and CIF policy.
3. NCS staff will develop a one-page sanction process guide for use by NCS member schools when developing tournament that include out-of-state and/or international teams. The guide would outline NFHS sanction, CIF and NCS Office approval process, requirements for proper sanctioning and mandated timeline for approval.
4. In a continued effort to emphasize sportsmanlike behavior on the part of players, coaches, and/or fans any flagrant instances of unsporting behavior reported to the NCS Commissioner will be referred to the Values & Ethics Committee for review and action. NCS

bylaws will be altered to grant authority to the committee to take appropriate action against schools that do not address unsporting behavior of players, coaches and/or fans.

Associate Commissioner Karen Smith will become the liaison with the committee, meeting as necessary to address sportsmanship issues.

5. North Coast Section will commit \$50,000 to the development of educational opportunities of athletic directors at member schools. Examples of financial assistance will be registration for professional growth, such as the NCSADA Workshop, CSADA registration and lodging and per diem (according to NCS financial policies) for athletic directors who attend any NCS conducted workshops. The emphasis on professional growth is support for a difficult position and has a high turnover rate and limited educational opportunities due to commitment of school funds for basic programs.

E. Quorum at Board of Managers Meetings

NCS Bylaw 45

Motion to direct the NBL representatives to the NCS Board of Managers vote to support the change to NCS Bylaw 45 approved by consent.

A quorum shall consist of a majority of the voting positions to the NCS Board of Managers. Any position of ~~leagues, superintendents and/or school boards,~~ that has not been named at least **72 hours** ~~three weeks~~ prior to the respective Board of Managers meeting, shall not be counted when determining the number of voting positions to the Board of Managers.

VI. NCS EXECUTIVE COMMITTEE

A. CIF Representatives to the CIF Federated Council

Motion to send the following individuals to the CIF Federated Council as the representatives of NCS.

Wendell Greer – Representative of Under Represented Populations (member of the CIF Economic Viability Committee

Amy McNamara – NCS Past President, current CIF Executive Committee member and CIF President-Elect

Chris Heller – NCS President and CIF President’s Council

Lars Christensen, NCS President-Elect

Motion to direct the NBL representatives to the NCS Board of Managers vote to support the NCS Representatives to the CIF Federated Council supported by consent.

VII. NCS CLOSED SESSION

Anticipated Litigation—California Government Code section 54956.9(b)

VIII. REPORT ON ACTION TAKEN IN CLOSED SESSION

Report on any action taken in Closed Session

IX. NCS SPORTS ADVISORY COMMITTEE

A. Motion to allow schools in the sport of lacrosse to host through the finals as is done in volleyball, provided the school site meets the hosting criteria. (Immediate implementation)

Motion supported by consent.

518H Championship Series Sites (first, second and semifinal rounds)

- a. In the sports of baseball, basketball, football, lacrosse, soccer and softball, NCS member schools host home contests during first, quarterfinal and semifinal rounds provided their facility meets the minimum site criteria.
- b. In the sport of team tennis, NCS member schools host home contests during first and quarterfinal round contests, provided their facility meets the minimum site criteria.
- c. In the sport of volleyball and **lacrosse** NCS member schools will host contests through the championship round. The higher seeded team will host provided their school facility complies with established minimum facility requirements.

Championship Series Sites (first, quarterfinal and semifinal rounds)

Selection of sites for first, quarterfinal and semifinal round (a quarterfinal round contest only occurs in a tournament that has four rounds) contests shall be determined according to the following priorities and criteria.

(First priority): Conduct the contest at the home site or in the geographical area of the league champion provided the league champion can provide a site that meets the criteria for the respective championship series event. If the league champion is unable to provide a site that meets the criteria, the contest may be hosted by or in the geographical area of the competing school provided its site meets the criteria. If neither school can provide a site that meets the criteria, the NCS staff will arrange for the contest to be conducted at a designated site. The area of the league champion will be given preference if a site that meets the criteria is available. If there is not any available site that meets the criteria, NCS staff will select a site balancing all applicable factors. *This priority will only exist during the first round of competition. (BOM 1/27/12)*

(Second priority): If a league champion is not involved in the contest, the contest will be conducted at the site or in the geographical area of the highest-seeded team provided the highest-seeded team is able to provide a site that meets the criteria for the respective championship series event. If the highest-seeded team is unable to provide a site that meets the criteria, the contest will be conducted at the site or in the geographical area of the other competing school provided its site meets the criteria. If neither school can provide a site that meets the criteria, the NCS staff will arrange for the contest to be conducted at a designated site. The area of the highest-seeded team will be given preference if a site that meets the criteria is available. If there is not any available site that meets the criteria, the NCS staff will select a site balancing all applicable factors. (*October 30, 1998*)

(Third priority): If a seeded team is not involved in the contest, the contest will be conducted at the site or in the geographical area of the team which defeated the higher seeded team provided the team which defeated the higher seeded team is able to provide a site that meets the criteria for the respective championship series event. If the team that defeated the higher seeded team is unable to provide a site that meets the criteria, the contest will be conducted at the site or in the geographical area of the other competing school provided its site meets the criteria. If neither school can provide a site that meets the criteria, the NCS staff will arrange for the contest to be conducted at a neutral site. The area of the team that defeated the higher seeded team will be given preference if a site that meets the criteria is available. If there is not any available site that meets the criteria, the NCS staff will select a site balancing all applicable factors. (*Board of Managers October 30, 1998*)

B. Motion to adjust the attendance criteria for hosting NCS Championship series lacrosse games. (Immediate Implementation)

Motion supported by consent.

HOSTING LACROSSE GAMES

- a. League champions will have the first option to host first round games provided the league champion's facility meets the minimum NCS host site criteria. After the first round the first opportunity to host goes to the highest seeded team provided they have an application to host form in and their facility meets the criteria.
 1. The playing field must meet all minimum standards as described in the National Federation rulebook for the respective sport
 2. Minimum seating capacity of 1st round matches: 50 ~~75~~ Semifinal matches: 100 ~~125~~
 3. Adequate, safe and lighted parking for spectators within a reasonable distance of the facility
 4. Adequate rest room facilities for spectator
 5. Public address system
 6. Easily accessible telephone in case of emergency
 7. Capable of securing the facility for the purpose of collecting admission
 8. Provide the required site personnel
 9. Pay the site personnel in accordance with the NCS fee schedule
 10. Display NCS sponsorship banners unless the school has an exclusive agreement with a competing sponsor
 11. Make the required NCS public address announcements
 12. Site costs must be within the costs allowed by NCS for the respective activity. Note: Additional costs shall be the responsibility of the host school
 13. Sites must conform to the American Disabilities Act.
 14. Staff will be allowed to adjust "sites", when circumstances warrant, for the maximum benefit of the respective tournament

C. Deletion of Bylaw 18.106H Physical Conditioning Session

~~18.106H Physical Conditioning Session~~

Motion to delete Bylaw 18.106H supported by consent.

~~Leagues may authorize a football conditioning practice period that shall start no more than five weekdays prior to the starting date of football practice. The purpose of the physical conditioning practice session is to better prepare football players for the rigors of tackle football. Such a conditioning session shall not be counted or used as a practice day(s).~~

~~Football conditioning is defined as:~~

- ~~a) A two-hour team conditioning period each day.~~
- ~~b) The only allowable football equipment shall be: football, football shoes, helmets and blocking bags.~~

~~PENALTY FOR VIOLATION: Remedies/penalties for violation of NCS Sports & General Rulings Handbook Bylaw 18.106H are found in Bylaw 102H. (*Board of Managers 5/1/06*)~~

Rationale: *This bylaw is in conflict with our 3-year Championship Schedule which designates a starting date for football practice. This has caused confusion for our schools/leagues.*

D. Football Film Exchange

Motion to delete Bylaw 18.601 supported by consent.

18.601H Exchange of Game Films

~~It will be mandatory for each participating school that films its games to furnish two game films to its opponent. The opponent may choose the two films that it desires. If either of the competing schools does not film its games, neither school shall be obligated to supply films. It shall be permissible for either coach to secure from other sources, any game film of his opponent that he/she may desire to view for the purpose of preparing for his/her next playoff game. Coaches of competing schools in the two area games must exchange two game films at the pre-playoff orientation meeting prior to the area game or at an earlier date if it is mutually agreeable. Any violations of the mandatory film exchange rule (refusal to cooperate) should be reported at once to the NCS Office. Schools that are in violation shall be subject to disqualification from the playoffs.~~

~~PENALTY FOR VIOLATION: Schools that are in violation shall be subject to disqualification from the playoffs. (Board of Managers 5/1/06)~~

***Rationale:** First, this bylaw has created a great deal of angst among the coaches during the championships. NCS continually has to deal with conflicts between teams that submit tapes at the seeding meeting and other teams that choose to mail tapes or wait to give tapes later in the week creating a possible disadvantage to one team. Exchange of game film should be dealt with the same way the schools deal with exchange of game film during the regular season. During the regular season it is left to each school agreeing or declining to exchange and making those arrangements. NCS will continue to assist schools with sharing opponents contact information. Second, the penalty is quite severe in disqualification from the playoffs. There is no deadline in which the game film is to arrive to the opponent, which creates a situation no penalty for a film arriving after there is no time to use it in preparation for the game.*

E. Eliminate the prohibition of pepper as a warm-up drill in the sports of baseball and softball. (Bylaw 15.501H(f)/22.501H(f))

Motion to eliminate the prohibition of pepper supported by consent.

Baseball 15.501H

The following rules are applicable to all North Coast Section baseball playoff games.

- a. Teams are expected to arrive in uniform. Locker rooms will not be available.
- b. The home team (who bats first and last) during all rounds will be determined by the Seeding Committee using the applicable criteria established by the NCS Board of Managers. The following guidelines will be used to determine the home team. The Higher seed will be designated the home team, regardless of what geographical area the contest is played. (*Board of Managers 4/26/13*)
- c. The home team shall occupy the third base dugout, or as assigned by the site director.
- d. There will be a **MINIMUM OF A 30-MINUTE BREAK BETWEEN GAMES** to allow for infield practice and field preparation.
- e. Each team will be allowed a maximum of ten minutes for infield practice (this will be strictly enforced). The visiting teams will take the infield first.
- f. Participating teams will not be allowed to take batting practice at the game site within two (2) hours of the scheduled game time. ~~Pepper is not allowed.~~ The use of whiffle balls for soft toss is acceptable provided it is allowed by the host facility.

PENALTY FOR VIOLATION: The game shall be forfeited by the offending team. (*Board of Managers 5/1/06*)

Softball 22.501H The following rules are applicable to all North Coast Section softball playoff games.

- a. Teams are expected to arrive in uniform. Locker rooms will not be available.
- b. The home team (who bats last) during all rounds will be determined by the Seeding Committee using the applicable criteria established by the NCS Board of Managers. The following guidelines will be used to determine the home team. The Higher seed will be designated the home team, regardless of what geographical area the contest is played. (*Board of Managers 4/26/13*)
- c. The home team shall occupy the third base dugout or as assigned by the site director. (*Board of Managers 10/30/98*)
- d. There will be a minimum of a 30-minute break between games to allow for infield practice and field preparation.
- e. Each team will be allowed a maximum of ten minutes for infield practice (this will be strictly enforced). The visiting teams will take the infield first.
- f. Participating teams will not be allowed to take batting practice at the game site within two hours of the scheduled game time. ~~Pepper is not allowed.~~ Use of whiffle balls for soft toss is acceptable provided it is allowed by the host facility.

PENALTY FOR VIOLATION: The game shall be forfeited by the offending team. (*Board of Managers 5/1/06*)

F. Proposal to amend 23.502H (CONSENT via the Swim/Dive Management Committee)

Motion to support the proposal to amend 23.502H approved by consent.

“If there are fewer than 32 divers that qualify by achieving the ‘automatic’ score, those that achieve the ‘consideration’ score will be awarded entries until the 32 qualifiers by score is filled. Automatic and consideration scores are based on the previous year’s NCS/Les Schwab Tires Diving Championship meet. To calculate the automatic score, the score or close to it of the 16th finisher **entry score** is selected, unless the person was disqualified, then the next score is selected. The scores used are those achieved **submitted** during the **entry process of** the previous years’ NCS/Les Schwab Tires Diving Championship. The consideration score is calculated on the score achieved by the 55th submitted entrant or close to it.”

For Immediate Implementation

Rationale: *There were 50 girls who made the automatic score for diving in 2014, much higher than the expected field of 32, which in turned slowed down the meet considerably. If entry scores are used as the automatic mark, a higher standard*

G. Proposal to change the Division III Dual Team Wrestling Championship to a mandatory 6-team bracket, with up to 4 at-large spots available.

Motion to change the Division III Dual Team Wrestling Championship supported by consent.

Rationale: *For our smaller schools, who sometimes don’t field a complete 14-person team, this tournament can be tough to attend. With the existing 8-team (mandatory) format, the rotation can go all the way out to 4th place in a league. Reducing the bracket to 6 mandatory teams makes it less likely that we will go that far in the rotation, but allowing for 4 at-large spots also gives D III schools the same opportunity to participate as the other three divisions.*

H. Proposal to change the final date for competition and deadline for leagues to determine dual team qualifiers to one day earlier.

Motion to change the final date for competition in wrestling supported by consent.

Rationale: *Under the existing format, schools only have one day to arrange for the dual team championship, should they be selected. Moving the deadline up one day will give an additional day to arrange for travel accommodations, etc.*

Boys’ Wrestling	2014 – 2015	2015 – 2016	2016 -2017
Final date for competition other than league individual qualifying tournament or NCS/Les Schwab Tires and CIF Championships	Feb. 12 Feb. 11	Feb. 11 Feb. 10	Feb. 9 Feb. 8
Deadline for leagues to determine dual team qualifiers	Feb. 12 Feb. 11	Feb. 11 Feb. 10	Feb. 9 Feb. 8
Dual Team Competition (student competition)	Feb. 14	Feb. 13	Feb. 11
Deadline for leagues to determine individual qualifiers	Feb. 21	Feb. 20	Feb. 18
Seeding Meeting	Feb. 22	Feb. 21	Feb. 19
NCS/Les Schwab Tires Championships	Feb/ 27-28	Feb. 26-27	Feb. 24-25
State CIF Championships	March 6-7	March 4-5	March 3-4

I. Revision of wrestling seeding criteria and procedures

Motion to amend NCS Bylaws 28.505H and 28.506H (CONSENT via the Wrestling Management Committee) supported by consent.

28.505H Seeding

Criteria Guidelines, in no particular order, for all seeded wrestlers

1. Head-to-head wins (during current season)
2. Returning CIF State medalist (place and weight class)
3. Returning CIF State qualifier
4. Returning NCS medalist (place and weight class)
5. Overall record (all wins and losses)
 - a. Tournaments (include size [64/32/24/16/dual] and place/finish)
 - b. Section losses

6. Secret ballot League rep voting

(BOM 10/24/11)

28.506H Procedures for Seeding

A committee of two representatives from each league will meet with the tournament director, matchmaker, and Section Commissioner’s representative to seed the top wrestlers. The representatives shall be designated to the NCS prior to the seeding meeting. Coaches will not be allowed to ~~speak at the meeting~~ but may attend. A maximum of eight (8) seeded wrestlers, **along with a provisional 9th** will be selected at the NCS Wrestling Seeding meeting. (NCS Board of Managers.)

NOTE: NCS will pay meeting reimbursement for only one representative. (BOM 10/24/11)

J. Change to Sports and General Rulings Item 210 H: Delete “the last NCS/CIF athletic competition and replace that phrase with June 1. (Immediate Implementation)

Motion to change Sports and General Ruling Item 210 H supported by consent.

210H Summertime School Athletic Activities

During the period of time from the last NCS/CIF athletic competition (CIF Boys' Golf Championship) **June 1** until the first NCS authorized conditioning or practice date of the next school year, NCS shall have no authority over NCS member school athletic activities concerning:

1. Use of facilities
2. Equipment
3. Assignment of a coach by the school or school district to coach
4. Practices
5. Non-NCS/CIF contests

The authority to manage these items shall rest with the individual school district or private school board. All NCS Eligibility Bylaws related to pre-enrollment contact and undue influence still apply. (See further information under Appendix A – Practice and Conditioning Guidelines)

PENALTY FOR VIOLATION: Remedies/penalties for violation of NCS Sports & General Rulings Handbook Bylaw 209H are found in Bylaw 102H. (*Board of Managers 10/21/05*)

Rationale:

- *Having a date that changes yearly makes it difficult for schools to begin their summer activities at the appropriate time. This problem is exacerbated by the wide variety to school year beginning and closing dates.*
- *At least three schools (and possibly many more) started summer activities too early this year.*
- *This date has been successfully used in the Sac-San Joaquin Section for a number of years and appears to cut down on confusion.*

K. Penalties for Violation of CIF Bylaw 506

Motion to direct the NBL representatives to the North Coast Section Board of Managers vote to support the proposed penalties for violation of CIF Bylaw 506.

Motion: Rand Van Dyke, Maria Carrillo Principal

Second: Gordon Oslund, Ukiah Principal

Passed unanimously

First infraction by a team

1. **Team/Individual** will forfeit twice the number of hours or days in which the team is in violation of the rule, with a minimum two hour penalty.
2. The school athletic administration will meet with the involved coach to review the CIF practice guidelines.
3. School must report the infraction according to NCS Bylaw 1103.

Second infraction by a team within a two-year period

1. **Team/individual** will forfeit twice the number of hours or days in which the team is in violation of the rule, with a minimum two hour penalty.
2. **Head** coach is not eligible to coach in the post-season for the first two contests the school participates.
3. School must report the infraction according to NCS Bylaw 1103.
4. **The school will not be allowed to host NCS Championship contests in the violating sport for a period of one year from the date of the third infraction.**

Third infraction by a team within a two-year period.

1. **Team/individual** will forfeit twice the number of hours of days in which the team is in violation of the rule, with a minimum two hour penalty.
2. **Head** coach is not eligible to participate in post-season competition.
3. School must report the infraction according to NCS Bylaw 1103.
4. **The school will not be allowed to host NCS Championship contests in the violating sport for a period of one year from the date of the third infraction.** The school is placed on probation for a period of two years. The parameters of probation are as follows:

1. Any additional team/school violation will subject the school to the following penalties:
 - a. The school will not be allowed to host NCS Championship contests in any sport for a period of one year from the date of the third violation.
 - b. School coaches will not be allowed to coach in the first two contests of any NCS Championship contest or post-season contest the school is involved.
 - c. ~~The school will be fined \$500 and the funds will be placed in the NCS Foundation Game Scholarship Fund.~~

L. Require baseball and softball coaches to wear a helmet

Motion to mandate the wearing of protective headwear for adults in the field of competition supported by consent.

NCS staff would recommend that the Board of Managers consider the language being posed by CIF staff that is currently on this agenda under CIF items. If the item is not adopted by CIF then the section would still mandate protection according to the proposed bylaw language.

ART.1...It is mandatory for on-deck batters, batters, runners, retired runners, **coaches, adult team supervisors**, players/students in the coaches' boxes as well as non-adult **or adult** bat/ball shaggers to wear a batting helmet that meets the NOCSAE standard.

Rationale: In review of accidents in the sport of baseball, I have observed that there are a number of injuries to adult personnel during games. I have heard numerous stories from coaches in my area about batted balls hitting coaches in the head. A minor league coach was killed two years ago where it is now my understanding that base coaches must wear headwear. I believe we should take proper steps to protect our adult personnel.

X. ALIGNMENT COMMITTEE

A. Replacement of the Southern Administrative Representative to the Alignment Committee

Motion to support the appointment of David Luongo as the Southern Administrative Representative supported by consent.

The Alignment Committee is recommending that David Luongo, Principal of El Cerrito High School. Serve as the Southern Administrative Representative on the Alignment Committee, effective immediately. Mr. Luongo would replace Adam Clark, former principal of Miramonte High School, who has taken a job with the Liberty Union High School District.

B. Report by Alignment Committee Representative

Alignment Committee representative Leo Lopoz will report on the recent Alignment Committee meeting.

XI. ELIGIBILITY COMMITTEE

A. NCS Eligibility Data, 2014 – 2015

Available on-line at www.cifnics.org, Board of Managers Meeting Agenda, attachment D.

B. Report on the activities of the Eligibility Committee by Committee Member Sue Keller.

XII. VALUES AND ETHICS COMMITTEE

A. Report on Sportsmanship Committee

XIII. CIF ITEMS

A. Adjustment to CIF Bylaw 504 I

Motion to direct the NBL Representative to the NCS Board of Managers vote to support the motion to allow sections to conduct post-season competition in sports that do not conduct CIF Championship competition and participating sections do not have enough teams to conduct their own championships supported by consent.

Rationale: Grants greater flexibility for sections to conduct post-season championships in certain sports under very specific criteria, providing greater opportunity for qualifying schools.

B. Items that may be presented to the CIF Federated Council in October:

1. Bylaw 503 H. Concussion Protocol—Attachment F
2. Bylaw 1901 Football Practice—Attachment G
3. Bylaw 1904 Spring & Summer Football Practice—Attachment H
4. Expansion of State Football Bowl Championships—Attachment I
5. Bylaws 1502 (Baseball) and 2502 (Softball) Batting Helmet Requirements—Attachment J
6. Expansion of Girls' Volleyball Brackets—Attachment K
7. Sudden Cardiac Arrest Proposal—Attachment L

XIV. NEW BUSINESS

A. Request from De La Salle High School to play a "00" week game during the 2015 – 2016 football season.

1. Game will be played on August 22, 2015
2. Start official practice one week earlier, August 3, 2014
3. Take an additional by week where they would be in helmets only.
4. Set up full contact scrimmages in the summer to prepare, adhering to all CIF, NCS and State laws.

Motion to direct the NBL representatives to the NCS Board of Managers vote to deny the request by De La Salle High School to play a "00" week football games.

Motion: Rand Van Dyke, Maria Carrillo Principal

Second: Gordon Oslund, Ukiah Principal

Motion supported unanimously

XV. OLD BUSINESS

There is no NCS old business

XVI. PRESENTATION OF NCS DISTINGUISHED SERVICE AWARD

Recipient: Mr. Russ Peterich

VI. NBL CLOSED SESSION

- A. Evaluation of the NBL Commissioner and Assistant Commissioner

VII. REPORT OF ACTION TAKEN IN CLOSED SESSION

- A. NBL President Laurie Fong will report on any action taken in Closed Session.

Motion to direct NBL President Fong to discuss the performance evaluations with Commissioner Maria Sugiyama and Assistant Commissioner Jan Smith Billing.

Motion: Stefan Owens, Casa Grande Assistant Principal

Second: Chris Giovannini, Montgomery Athletic Director

Motion approved on a vote of 7 – 1. Windsor High School did not support the motion.

VIII NBL OLD BUSINESS

A. Track bylaw amendments

Motion to approve the proposed NBL track bylaw amendments, for immediate implementation.

Motion: Rand Van Dyke, Maria Carrillo Principal

Second: Ty Yanez, Ukiah Athletic Director

Motion approved unanimously

B. 2014 - 2015 budget

Motion to approve the proposed 2014 – 2015 NBL Budget.

Motion: Rand Van Dyke, Maria Carrillo Principal

Second: Gordon Oslund, Ukiah Principal

Motion approved unanimously

C. Lacrosse bylaws

Motion to approvet the proposed the NBL Lacrosse bylaws, for immediate implementation.

Motion: Rand Van Dyke, Maria Carrillo Principal

Second: Ty Yanez, Ukiah Athletic Director

Motion approved unanimously

INFORMATION ITEMS

CONCUSSIONS—BEN LYNCH, FORMER SR 49ER, ANALY GRAD

- We need to change the culture of sports. There are more reported concussions by women than men in basketball and softball/baseball. A head injury is just as serious as a leg injury, including socio-emotional issues associated with concussions.
- Recognition of concussion up to player, his/her peers, coaches, and parent/guardians.
- The brain is too important to put at risk

ELIGIBILITY COMMITTEE MEETING NOTES, SEPTEMBER 9, 2014

- The enrolling school is responsible for verifying a CIF approved valid change of residence. A verified lease agreement is good indicator. You can ask for more information that that required by the school for enrollment. Look for red flags. Stay very neutral while working with the student and his/her family. Remember, you don't "get a student eligible". You determine if a student is eligible for a waiver.
- Gil handles all football and basketball waiver requests (in order to look for patterns).
- In a typical year, the NCS approves 96.8% of waiver requests; denials comprise just 3.2% of all requests.
- Schools may NOT furnish facilities to school coaches at any rate less than would be charged to any other member of the public. Check with your school and/or district to verify that they are following this rule.
- Leagues need to hold schools accountable when that school has had multiple infractions. Leagues must approve any violation remedies; they are not obligated to accept the school's remedies. The league may add to or change the penalties/remedies.
- Eligibility is important because we are protecting the students at the school who may b e displaced by a transfer. May even tip the balance of an entire team. This philosophy is very important. The main goal of schools is academic pursuits, not athletic pursuits. Athletics is always secondary to athletics.
- Date of determination. Recommend five days after the start of school in the fall. Grade changes AFTER the date of determination must be appealed to Gil and will only be considered if there is a problem/error totally beyond the control of the student.
- On waivers due to hardship. Be sure to have supporting documentation. Boxes CANNOT be added to hardship or 213 forms.
- Follow all procedural processes, in order
- Work with the family and assist them with filling out the forms
- Make sure that schools give out the form that specifies that transferring may affect athletic eligibility to all existing and incoming students.
- Be sure to have an interview with all incoming student-athletes. Use the form provided by the CIF/NCS.
- Form 206—be sure to give both pages to the family. New on the form: date that the entire family move was completed and date of enrollment at new school.
- Parents/guardians should NOT be routing forms
- The only low-performing schools in the NCS that are considered "low-performing" are California School for the Deaf in Fremont, Emery

LIABILITY AND RULES ADVISORY

Attached is a CIF Liability and Rules Advisory that CIF has sent to member schools in past years. This is being shared with the NCS Sports & Advisory Committee to express concern that some NCS member school coaches may be conducting activities out-of-season that are a violation of NCS practice guidelines which outline specific activities that may occur out-of-season and when the season of sport starts. Activities outside the season of sport may not be conducted by member schools, or their employees, as school sponsored activities. Member schools should take immediate action to make sure that your school has limited your liability by making sure that any outside activities are not school sponsored, or that a coach or person associated with your school is not circumventing the rules by calling the outside team a non-school team. To assist, below is a definition of what the NCS Commissioner believes would be a school team.

Definition of School Team

A school team is one that is organized, coached, instructed by individuals associated with the athletic program of the involved school engaged in sport specific activities. Examples of evidence that a school team was engaging in out-of-season activities would include, but is not limited to, one or more of the following:

1. The team is organized, coached or instructed by individuals associated with the school's athletic program. See CIF 510 for a definition of associated.
2. The team uses the school colors.
3. The team uses the school mascot.
4. The team participates in sport specific activities after the school, coach or individuals associated with the school's athletic program receive an invitation to participate in out-of-season activities sent to the school or coach or individual associated with the school's athletic program.
5. An off-season sport specific activity that uses high school competition levels such as varsity, JV, Frosh teams.
6. The activity has a majority of students from the same school participating, or is limited to the students at the school.
7. The team is identified by the school name.
8. The invitation is always in the fall and spring, before and after the high school season.
9. The coach or individuals associated with the school's athletic program are using school facilities with no arrangement for such facilities based on school and district policy, and differently than other private citizens in the community.
10. Meetings are organized and/or conducted by the school head coach or another individual associated with the school using school facilities, contact data collected at the school, school equipment, and email/phone/mail services of the school.
11. Competition which the team engages or other high school programs that are participating in violation of CIF and section rules and regulations.
12. The school's head coach or other individuals associated with the school are suggesting that the school student-athletes join a specific outside team.

ACADEMIC ELIGIBILITY

A question has been asked of the NCS Office concerning academic eligibility and application of the Probationary Period, allowed by State law by the Education Code for public schools and by the CIF Constitution Bylaw 205 for private schools. This is not the first time this question a member school has sought information concerning probation and in the fall of 2012 State CIF Executive Director Roger Blake confirmed that the application of the probation period as outlined by the NCS Commissioner is correct and in compliance with State law and CIF rules. The topic was reviewed with the Eligibility Commissioner September 11, 2012, clarifying the application of the probationary period. Therefore, the following is an attempt to review the policy and provide some examples which may assist member school in the application of the probationary period. If schools determine that they have not been applying the rules correctly they must report the violation according to CIF Bylaw 218 and forfeit any contests that the ineligible student(s) has/have participated.

CIF 205.B.(2)

The governing board of each school district, private school, or parochial school may adopt, as part of the its policy, provisions that would allow a student who does not achieve education progress in items "c" and "d" above in the previous grading period to remain eligible to participate in interscholastic athletics during a probationary period. The probationary period shall not exceed one (1) semester in length, but may be for a shorter period of time as determined by the governing board of the school district, private school, or parochial school. A student who does not achieve education progress as defined in items "c" and "d" during the probationary period shall not be allowed to participate in interscholastic athletics in the subsequent grading period. For the purposes of determining the maximum length of a semester, the measure should be the maximum as used in that school.

A key point to remember:

It does not matter if a student was participating or not when applying the policy. Schools may not disregard the academic progress of a student just because they were not out for a sport.

Examples

Student A

End of 3rd grading period 1.16 (student not participating), end of 4th grading period or second semester 1.83. Student wants to run cross country. The school would like to grant the student probation. Not allowed. Since the student has not been eligible two grading periods in a row Student A is not eligible for probation.

Student B

End of 3rd grading period 2.33, student was participating in baseball, end of 4th grading period or second semester 1.83. Student wants to participate in football. The school would like to grant the student probation. This is allowed if the district has a probationary policy that would allow the student to participate while on probation. At the end of the 1st grading period the next school year the student must meet all academic parameters of CIF 205.

COACHING EDUCATION

Now that the implementation deadline for California Education Code 49032 has passed all coaches of CIF member school teams must meet the requirements of the California Education Code 49032, 35179.1 and CIF Bylaw 22.B.9.

CIF Bylaw 22.B.9 states:

Ensure that all coaches, paid and unpaid, by December 31, 2008 will have completed a coaching education program that emphasizes the following components:

- a. Development of coaching philosophies consistent with school, school district, and school board goals.
- b. Sport psychology: emphasizing communication, reinforcement of young people's efforts, effective delivery of coaching regarding technique and motivation of the student athlete.
- c. Sport pedagogy: how young athletes learn, and how to teach sport skills.
- d. Sport physiology: principles of training, fitness for sport, development of a training program, nutrition for athletes, and the harmful effects associated with the use of steroids and performance-enhancing dietary supplements by adolescents.
- e. Sport management: team management, risk management, and working within the context of an entire school program.
- f. Training: certification in CPR and first aid.
- g. Knowledge of, and adherence to, statewide rules and regulations, as well as school regulations including, but not necessarily limited to, eligibility, gender equity and discrimination.
- h. Sound planning and goal setting.

A school/district may use a coach that does not meet these standards for one sports season in an emergency. However, that person may not coach another season of sport without fulfilling this coaching education requirement. Any currently employed coach who has completed and passed a prior version of a coaching education program that meets the above listed criteria, as determined by the local administration, is exempt from this provision. The above certification is transferable between/among CIF member schools. Coaches may need to complete additional local school requirements.

NOTE: Definition of a coach, paid or unpaid: Any individual that the school/district is required to approve under Title V, California Code of Regulations, Section 5593 and 5594 and/or under California Education Code 33190-33192, 45125.01 and 45125.1.

See Attachment A for list of penalties.

FOUNDATION GAMES

Foundation game information is available at the NCS website, click on "Scholarship Foundation Games". The link provides links to various forms including the Two-Year Agreement. Once agreements are signed then schools are obligated to fulfill their agreement. Only by jointly agreeing to dissolve the agreement may a school alter the agreement. Schools are encouraged to schedule games, a great way to raise funds for scholarships (24 scholarships awarded during the 2013-2014 school year) and gain an extra game which is not included in the 26 maximum or included as a win/lose on your record. Remember that the Foundation date is Tuesday, November 25th. For schools involved in the CIF Nor-Cal Volleyball Championships the date may be moved to the next day, Wednesday, November 26th. No other foundation dates are allowed.

ELIGIBILITY REPORT

- Through the month of August the NCS Office processed 311 transfer eligibility waivers.
 - 213 – age limitation and 8 semester rule – both approved
 - 206 Unlimited – 143 approved and 1 denied
 - 207.B.3 – Unlimited – 46
 - 207.B.5.a – Limited – 25 approved and 1 denied
 - 207.B.5.b – SOP – 47 approved and 1 denied
 - 207.B.5.c.viii – Hardship – 19 approved (13 return to previous school)
 - 208 – Foreign Exchange – 24 approved and 1 denied
 - 209 – 1 denied
 - 510 – 2 denied
 - Appeals – 1 scheduled for September 24th.

Penalty for Use of an Ineligible Participant - Several NCS member school have had to forfeit contests due to use of an ineligible participant. If a school uses an ineligible athlete the school must review and follow the guidelines of NCS Constitution Bylaw 218.A. The contest(s) is (are) immediately forfeited and the school must report the violations to its league, the schools against which the violation occurred and the section commissioner. This communication must be verbal first, then by mail second. In addition the school must recommend to its league one or more of the penalties/remedies listed in 218.A.4. At the next available league meeting the league commissioner should place the forfeiture on the agenda for discussion and review of the suggested recommended penalties/remedies. When allowed in the bylaws, the league has the authority to affirm, deny, reduce or increase the penalties/remedies based on written criteria.

CROSS COUNTRY ENTRIES DEADLINE AND CHIP TIMING REMINDER

Entries for the 2014 NCS cross country championships are due by Sunday, November 16 (11:59 pm). THERE ARE NO EXCEPTIONS. Coaches need to request a password at ezmeets.com in ADVANCE of the above date to have time to receive their password and enter their student-athletes before the deadline. Please remind the coaches in your league of this important process. More information can be found in the bulletin which will be posted online this week, following the state CIF advisory committee meeting where the order of events will be determined.

In addition, NCS will again use chip timing at the cross country championships. Schools that do not return their chips (used and non-used) will be imposed a \$50 fine (\$25 per chip). Please remind your schools that chips MUST be turned in AT THE FINISH LINE or they will be fined.

CROSS COUNTRY - EZMEETS.COM

The NCS is utilizing ezmeets.com for cross country entries. Coaches must first go in and request a password. Once the password is emailed to the coach, he/she can go in and enter, change or scratch athletes any time up until the entry deadline. Review bulletin for more information.

REMINDER FOR GIRLS' VOLLEYBALL DIVISION 6

As a reminder, the CIF approved the NorCal Division 6 Regional volleyball championships. The regional will begin this fall (2014).

NCS OFFICIAL VOLLEYBALL

I've gotten a couple of questions this summer regarding the official ball for NCS volleyball due to Spalding changing its model numbers. The official ball is the Spalding TF VB5.

DIVISION 2 TEAM TENNIS

As a reminder, the Division 2 Team Tennis championship bracket was increased to up to 16 teams, which takes effect this fall. All tennis teams that qualify and wish to participate in the tournament should apply by 10 pm, Saturday, November 8.

Based on this new format for Division 2, the semifinals and finals will take place on Saturday, November 15, just like the Division 1 tournament. In order to run this event efficiently, a minimum of 8 courts will be needed for that Saturday. The highest remaining seed with an application to host on file will earn the right to host the semifinals and finals, but will possibly need to arrange for an additional site in close proximity to meet the 8 court requirement.

WRESTLING ASSESSORS' RE-CERTIFICATION

Wrestling assessors' re-certification will be done online through the CIF website. In order for any certified assessor to be eligible to assess for 2014-15, they must complete and pass the test at 80% or better. Assessors will be emailed in September to complete the test prior to beginning school assessments. Any new assessor must complete an in-person training. Wrestling assessments may begin October 15, 2014 and must conclude by January 15, 2015.

LOOKING AHEAD TO SPRING: CIF STATE SWIMMING CHAMPIONSHIPS

The CIF Federated Council approved the CIF Swimming and Diving Championships beginning this year. The championships will be held May 22-23, 2015 at the Clovis West Aquatic Complex. The state is putting together its advisory board, which will include NCS Meet Director and De La Salle head coach, Steve Guthrie.

Student-athletes must compete and qualify through their section meet in order to qualify for the state meet. The NCS is slotted to receive three automatic swimming entries and four automatic diving entries for 2015. There will be an at-large process for swimming, but not for diving.

TUESDAY, OCTOBER 1, 2014 (Sports: Football, Soccer, Water Polo)

DEADLINE for the following item:

- MAXPREPS** schedule and scores (www.maxpreps.com)
- STEPS TO SUBMIT **MAXPREPS SCHEDULE/SCORES**:
- Go to www.maxpreps.com/AD to register; or www.maxpreps.com and sign in with email and password
- Move your mouse over 'Hi, Your Name' in the upper right-hand corner to access your account
- Submit your team schedule and update scores throughout the duration of your season

NFHS NETWORK SELECTION SHOW

NCS again is partnering with NFHS Network to broadcast a selection show on seeding Sundays for the following sports; football, girls and boys basketball and a girls spring sport to be determined. This is an exciting way to create even more interest in the NCS championships. Brackets for the about mentioned sports will be announced live through an online selection show. More information to follow.

SCHOLARSHIP OPPORTUNITY FOR STUDENT-ATHLETES

NCS and Touchstone Golf Foundation scholarship amount for student-athletes for the 2014-15 school year to \$1,000.00. Each year, one boy and one girl will be awarded a \$1,000.00 scholarship. The money is to be used toward tuition, fees and/or books at the college/university of the student's choice. For more information and application go to www.cifnccs.org/sports/golf.

NCS Yonex Scholarship is awarded every year to one male and one female student-athlete who participate in badminton. The scholarship amount is \$250.00 for each recipient.

SPECIAL REMINDERS FOR THE NCS/LES SCHWAB TIRES FALL CHAMPIONSHIP SERIES EVENTS

Reminder-Seeding Meetings:

Coaches **do not** have to attend the meetings. Once the brackets are posted on the website, the host school is requested to come to the NCS office to pick up materials to host their respective game. Pick up time is once bracket is posted to 3:00 pm on the seeding Sunday.

2014 NCS FALL AT-LARGE AND SEEDING

<u>Sport</u>	<u>Date</u>	<u>Site of meeting</u>
Girls' Golf	Wednesday, October 22	North Coast Section office
Soccer	Sunday, November 2	North Coast Section office
Water Polo	Sunday, November 2	North Coast Section office
Volleyball	Sunday, November 9	North Coast Section office
Football	Sunday, November 9	North Coast Section office
Team Tennis	Sunday, November 9	North Coast Section office
Tennis (Singles)	Thursday, November 13	North Coast Section office

2014 NCS FALL CHAMPIONSHIP SITES

Girls' Golf Division 1 Qualifier	October 27, 2014	Site: Lone Tree Golf Course, Antioch
Girls' Golf Division 2 Championship	October 27, 2014	Site: Blue Rock Springs, Vallejo
Girls' Golf Division 1 TOC	Nov. 3, 2014	Site: Tilden Golf Course, Berkeley
Soccer	Nov. 5, 8, 12, 15	Sites: TBA
Team Tennis	Division 1 Nov. 11, 13, 15	Sites: Semifinals/Finals TBA
	Division 2 Nov. 11, 13, 15	Sites: Home Sites
Tennis	Division 1 Nov. 18-19	Sites: TBA

Division	Nov. 18-19	Sites: TBA
Water Polo	Nov. 5, 6, 8, 12, 15, 16	Acalanes HS
Volleyball	Nov. 12, 15, 19, 22	Sites: Home Sites
Cross Country	Nov. 22	Site: Hayward HS
Football	Nov. 14-15, 21-22, 28-29, Dec. 5-6	Sites: TBA

OFFICIAL BALL PROGRAM UPDATE

All contracts are current at this time.

Please review on the NCS website: <http://cifnccs.org/sponsors/files/OFFICIALBALLLIST.pdf>

ADJOURNMENT

The meeting was adjourned by President Fong at 5:23 PM.