

NCS EXECUTIVE COMMITTEE MINUTES

DATE: MONDAY, DECEMBER 12, 2011

LOCATION: NORTH COAST SECTION ALCOSTA OFFICE

TIME: 12:00 NOON

Facilitator: Amy McNamara

Recorder: Bri Niemi

AGENDA TOPIC	Committee Recommendations				PURPOSE	DISCUSSION LEADER	ACTION
	SAC	A/C COMM	ELIG COMM	EXEC COMM			
I. ROLL CALL						Amy McNamara	Introductions were made and attendance and absences noted.
II. CONSENT AGENDA					R, D, A	Amy McNamara	M/S to approve the Consent Agenda as printed. Passed 8-0
III. MINUTES OF THE SEPTEMBER 26, 2011 MEETING					C (D, A)	Amy McNamara	Passed by Consent
IV. PUBLIC COMMENTS Pursuant to Education Code 33353.2 (C), any person wishing to speak on any item on the agenda, or comment on the policies and practices of the CIF – North Coast Section, will be heard at this time.					I	Amy McNamara	There was no person from the public present to comment on the policies and practices of North Coast Section, CIF or the Executive Committee.
V. EXECUTIVE COMMITTEE							
A. CIF Distinguished Service Award Selection Nominees for 2011-12 – A list will of nominees will be provided at the meeting.					R, D, A	Amy McNamara	The committee discussed and selected Jim Devine and Greg Chappel as the 2012 CIF Distinguished Service Award recipients.
B. Round Table Discussion Topic for January Board of Managers					I	Amy McNamara	The Round Table Discussion topic for the January Board of Managers meeting will be Title IX.
C. Update on progress of the 2011-2012 Targets					I	Amy McNamara	Information
VI. FINANCE							
A. 2011-2012 November Balance Sheet <u>Attachment C</u>					I	Gil Lemmon	Commissioner Lemmon reviewed the 2011-2012 November Balance Sheet.
B. Employee Health Benefits					I	Gil Lemmon	No information
C. Report on Crow Canyon Office and sub-lease of Alcosta Property					I	Gil Lemmon	NCS staff reported on the current status of the Alcosta Office sub-lease.
D. 2011-2012 Budget Revision <u>Attachment D</u>					R, D, A	Gil Lemmon	M/S to support a budget adjustment of \$2,500 for update of the NCS website.

AGENDA TOPIC	Committee Recommendations				PURPOSE	DISCUSSION LEADER	ACTION
	SAC	A/C COMM	ELIG COMM	EXEC COMM			
VII. CONVENE INTO CLOSED SESSION							
A. Consideration of a media broadcast agreement on behalf of North Coast Section, CIF member schools involving broadcast video rights for pre-season and league season competition, effective immediately. <u>Attachment E – CONFIDENTIAL – Will not be posted with the agenda.</u>					R, D, A	Amy McNamara	No Action. The committee discussed the potential contract and attempted to contact CIF Marketing Director Desiree Friedman. Since contact could not be made the committee agreed to a Special Mtg. following the January Board of Managers meeting.
B. Contract for Commissioner of Athletics <u>Attachment F</u>					R, D, A	Amy McNamara	M/S to support a three-year contract for the Commissioner of Athletics. Passed 9-0
VIII. REPORT OF ACTION TAKEN IN CLOSED SESSION							
A. Media Broadcast Agreement					R, D, A	Amy McNamara	No Action
B. Contract for Commissioner of Athletics					R, D, A	Amy McNamara	M/S to support a three-year contract for the Commissioner of Athletics. Passed 9-0
IX. SPORTS ADVISORY COMMITTEE							
A. Post Game Ejections	Support 28-2				C (D, A)	Karen Smith	Passed by Consent
B. Golf Proposal –additional entries for Division 2-(Golf Management)	Support 29-0				C (D, A)	Karen Smith	Passed by Consent
C. Bylaw 25.509 Advancement to the Meet of Champions (Track Management)	Support 29-0				C (D, A)	Karen Smith	Passed by Consent
D. Motion to change 28.404H Tournament Bracket (CONSENT by NCS Wrestling Mgmt. Comm. PROPOSAL A	Support 15-14				R, D, A	Karen Smith	M/S to support Proposal A. Failed 0-9 M/S to support Proposal B. Passed 8-1
E. Minimum Qualifying Record for Water Polo and Team Tennis	Support 30-0				C (D, A)	Karen Smith	Passed by Consent
F. Water Polo Calendar Change	Support 26-0				C (D, A)	Karen Smith	Passed by Consent
G. Starting Times for Baseball	Support 30-0				C (D, A)	Karen Smith	Passed by Consent

AGENDA TOPIC	Committee Recommendations				PURPOSE	DISCUSSION LEADER	ACTION
	SAC	A/C COMM	ELIG COMM	EXEC COMM			
H. League Champions have hosting priority during 1 st round of playoffs only.	Failed 15-15 (Roll call)				R, D, A	Karen Smith	M/S to limit the hosting priority for league champions in the NCS Championships to the first round of competition. Failed 4-5
I. Lunch for Golf Coaches (Additional Item)	Support 30-0				C (D, A)	Karen Smith	Passed by Consent
X. ALIGNMENT AND CLASSIFICATION COMMITTEE							
A. Re-alignment of schools currently in the Bay Football League to the TCAL.		Passed 5-0-0			C (D, A)	Richard Graey	Passed by Consent
B. Report by Alignment & Classification Chair					I	Richard Graey	Information
XI. ELIGIBILITY COMMITTEE							
A. Review of NCS Report of Waivers for the 2011-12 school year <u>Attachment G</u>					I	Gil Lemmon	Information
B. Report by Eligibility Committee					I	Gil Lemmon	Information
XII. VALUES AND ETHICS COMMITTEE							
A. No Items					I	Amy McNamara	No Items.
XIII. CIF ITEMS							
A. CIF Governance Task Force Report					I	Richard Graey	Information. Comments by Richard Graey.
B. Revision of the 200 Series Bylaws of the CIF Constitution <u>Attachment H</u>					I	Amy McNamara	Information
C. Proposal from the Sac-Joaquin Section to revise CIF Bylaw 207, 208 and 510 <u>Attachment I</u>					I	Amy McNamara	Information
D. Review of the State CIF Transfer Eligibility data, including appeal information <u>Attachment J</u>					I	Amy McNamara	Information
E. Revision of CIF Bylaw 303.D <u>Attachment K</u>					First Reading	Amy McNamara	Information

AGENDA TOPIC	Committee Recommendations				PURPOSE	DISCUSSION LEADER	ACTION
	SAC	A/C COMM	ELIG COMM	EXEC COMM			
F. Revision of CIF Marketing Plan <u>Attachment L</u>					First Reading		Information
G. Recommendation to rescind CIF Bylaw 1104					First Reading		Information
H. Nor-Cal Boys' Volleyball Championship <u>Attachment M</u>	Support 19-0				C (D, A)		Passed by Consent
I. Basketball Open Division Proposal <u>Attachment N</u>					First Reading		Information
XIV. OTHER BUSINESS							
A. New member application – Making Waves Academy, Richmond					R, D, A	Amy McNamara	The committee supported the membership of Making Waves Academy, Richmond and instructed Commissioner Lemmon to place on the January Board of Managers agenda.
XV. STAFF REPORTS							
A. Commissioner					I	Gil Lemmon	Information
B. Associate Commissioner					I	Karen Smith	Information
C. Assistant Commissioner					I	Bri Neimi	Information
XVI. ADJOURNMENT							
A. Next Meeting – March 12, 2012 at the Marin County Office of Education					A	Amy McNamara	Meeting adjourned.

D = Discussion, P = Participation, A = Action, I = Information only, R = Review/prior topic, C = Consent
Emergency items may be added to the agenda by a 2/3 vote of the members present.

NCS EXECUTIVE COMMITTEE MINUTES
December 12, 2011

I. ROLL CALL

Present: Amy McNamara, Richard Graey, Chris Heller, Jan Smith-Billing, Percy McGee, Don Drake, Theresa McEwen, Leo Lopez, Mike Armstrong

Absent: Mike McLaughlin, Sue Kahn and Wendell Greer

II. CONSENT AGENDA

PASSED 8-0

Motion to approve the Consent Agenda as presented.

Motion – Richard Graey

Second – Jan Smith Billing

III. MINUTES

PASSED BY CONSENT

To recommend approval of the minutes of the September 26, 2011 meeting as printed.

Attachment A

IV. PUBLIC COMMENTS

No person from the public was present to speak on any item on the agenda, or comment on the policies and practices of the CIF – North Coast Section or the Executive Committee.

V. EXECUTIVE COMMITTEE

A. CIF Distinguished Service Award Selection Nominees for 2011-12

The committee selected Jim Devine and Greg Chappel as the 2011-2012 CIF Distinguished Service Award recipients.

B. Round Table Discussion Topic for January Board of Managers

INFORMATION

The committee supported the invitation for Zachary Pelchat, representative from the Department of Education Office of Civil Rights to make a short presentation regarding Title IX. If Mr. Pelchat is not available the committee suggested CIF Associate Executive Director Roger Blake.

D. Update on the progress of the 2011-2012 Targets

2011-2012 Targets

1. Develop the plans for the final transition of 100% NCS operations to the Crow Canyon Office. Plans will include development of a budget for renovation of the first floor conference area, storage and downstairs restroom facilities, and completion of these capitol improvements by August 31, 2012, the date of expiration of the lease at the Alcosta Blvd. property.

NCS staff has met and are planning the development of the first floor space at the Crow Canyon Office, planning the conversation of the space to meeting rooms and storage space. Commissioner Lemmon presented a rough draft of the space and suggested that the conference area/large meeting room be named after longtime Commissioner of Athletics Paul Gaddini.

2. Develop a Hall of Fame Committee with the goal of developing a list of nominations to the NFHS Hall of Fame in the areas of athletes, officials, coaches and contributors.

Commissioner Lemmon is asking individuals to sit on a committee to develop a list of NFHS Hall of Fame nominees. To date Keith Conning and John Zugnoni have been asked and Mr. Zugnoni is not able to serve. NCS staff will continue to work towards this target and will hopefully complete one meeting prior to the end of the current school year.

V. FINANCE

A. November Balance Sheet

INFORMATION

Review of the November Balance Sheet and NCS finances for the 2011-2012 school year. Commissioner Lemmon reviewed the 2011-2012 November Balance Sheet.

Attachment C

B. Employee Health Benefits

NO INFORMATION WAS PROVIDED

The committee was going to review employee health benefits, movement from PERS Health to JPA. NCS staff did not have information available in time for the meeting. This item will be reviewed at a future meeting.

C. Report on Crow Canyon Office and sub-lease of Alcosta Property. INFORMATION

Review of the Crow Canyon Office property, renovation of the first floor and sub-lease of Alcosta property. NCS staff has completed a lease of 863 square feet of the Alcosta Blvd. property. The NCS budget was adjusted at the October Board of Managers, reflecting the increase in income and sub-lease expense. NCS staff has met to review the renovation of the first floor of the Crow Canyon property first floor, reviewed earlier in the meeting. A leak in a drainage pipe from the flat portion of the roof has been repaired at a cost of a little more than \$1,000.

D. 2011-2012 Budget Revision PASSED 9-0

Motion to revise the 2011-2012 budget by \$2,500 to revise portions of the NCS website, decreasing the Miscellaneous Contingency by \$2,500 and increasing the Contract Computer Services by \$2,500.
Attachment D

*Motion: Don Drake
Second: Richard Graey*

VI. CONVENE INTO CLOSED SESSION

A. Review of Media Broadcast Agreement

The Executive Committee will consider under Closed Session action to consider approval of entering into a media broadcast agreement on behalf of North Coast Section, CIF member schools that will involve broadcast rights for pre-season, league season and league playoff competition, effective immediately.
Attachment E – CONFIDENTIAL – document will not be posted as part of the posted agenda since this is a Closed Session document.

B. Contract for the Commissioner of Athletics

The committee will continue to discuss, with possible action, a contract agreement between the North Coast Section, CIF and Commissioner Gil Lemmon.
Attachment F

VII. REPORT OF ACTION TAKEN IN CLOSED SESSION

A. Report of action taken, or not taken, regarding a Media Broadcast Agreement NO ACTION

The committee will report on any action taken, or not taken, regarding a Media Broadcast Agreement.

B. Contract for the Commissioner of Athletics PASSED 9-0

Motion to recommend a contract agreement between North North Coast Section, CIF and Commissioner Gil Lemmon.

*Motion: Jan Smith-Billing
Second: Theresa McEwen*

VIII. SPORTS ADVISORY COMMITTEE

A. Post game ejections PASSED BY CONSENT

Motion to allow game officials to penalize unsportsmanlike acts that occur after the end of the game and prior to their leaving the game site. Such penalty may result in the post game ejection of a player(s) or coach(es). The NCS Ejection Policy would be amended to include these post game ejection events in all sports.

- Baseball Rule 10-1-2
- Basketball Rule 2-24
- Football Rule 1-1-8
- Softball Rule 10-1 Note
- Volleyball Rule 5-1-3
- Wrestling 3-3

B. Proposed to increase the number of entries for Division 2 Golf

PASSED BY CONSENT

Motion to increase the total number of contestants for the Division 2 golf playoffs.

C. Revision of Bylaw 25.509 Advancement to the Meet of Champions

PASSED BY CONSENT

Motion to adjust the language to Sports & General Rulings Handbook bylaw 25.509.

In all races except the 1600m and 3200m runs the first place finishers in each trial heat and the next five (5) fastest times will qualify for the Meet of Champions. In the 1600m and 3200m In all races the top seven finishers will advance to the Meet of Champions.

IMMEDIATE IMPLEMENTATION

D. Revision of Bylaw 28.404H

FAILED 0-9

Motion to change 28.404H Tournament Bracket (CONSENT by NCS Wrestling Mgmt. Comm.) - PROPOSAL A

The NCS/Les Schwab Tires Championships shall be a two-day, double elimination, 40-person bracket, 44-person bracket (2012 only), per weight class, tournament.

IMMEDIATE IMPLEMENTATION

Motion: Richard Graey

Second: Chris Heller

PROPOSAL B

PASSED 8-1

Motion to change 28.404H Tournament Bracket (Supported by NCS Wrestling Mgmt. Comm. if Proposal A failed)

BOYS

A) Leagues will qualify the following number of wrestlers: ~~League entries: each league will receive (3) entries. Total league entries 36, at-large entries 4.~~ **League entries: 4 to 5 schools: 2 entries, 6 or more schools: 3 entries. Total league entries 37, at-large entries 3 (2012 only).**

IMMEDIATE IMPLEMENTATION

Motion: Richard Graey

Second: Jan Smith-Billing

E. Minimum qualifying record for Water Polo and Team Tennis

PASSED BY CONSENT

27.301b H MINIMUM QUALIFYING RECORD FOR WATER POLO

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

Exception: league champions gain automatic entry.

- a. A winning record is defined as a team having won more games than it has lost.
- b. "Teams in its own division" is defined as any team whose grades 9-12 enrollment falls within the school's NCS Water Polo Division.
- c. Games against teams outside of the United States will not be counted in determining the "winning record within a division".

24.504H MINIMUM QUALIFYING RECORD FOR TEAM TENNIS

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

Exception: league champions gain automatic entry.

- a. A winning record is defined as a team having won more games than it has lost.
- b. "Teams in its own division" is defined as any team whose grades 9-12 enrollment falls within the school's NCS Team Tennis Division.
- c. Games against teams outside of the United States will not be counted in determining the "winning record within a division".

F. Water Polo Calendar Change

PASSED BY CONSENT

Motion to change the water polo calendar to the dates listed below.

WATER POLO	2012-13	2013-14	2014-15
Deadline for leagues to determine qualifiers	Oct. 27	Oct. 26	Oct. 26
Final date for competition other than NCS/Les Schwab Tires Championships	Oct. 27	Oct. 26	Oct. 26
Fall Water Polo At-Large and Seeding Meeting	Oct. 28	Oct. 27	Oct. 27
Fall Boys and Girls Water Polo Championships	Oct. 31, Nov. 3, 6, 8, 10 Oct. 31, Nov. 1, Nov. 3, 7, 10	Oct. 30, Nov. 2, 5, 7, 9 Oct. 30, Oct. 31, Nov. 2, 6, 9	Oct. 30, Nov. 2, 5, 7, 9 Oct. 29, Oct. 30, Nov. 1, 5, 8

Rationale: This will allow more playing dates during the first week of playoffs. The majority of games are played during the first week, therefore more dates are needed to accommodate the increase in bracket sizes.

G. Starting Times for Baseball & Softball (DFAL)

PASSED BY CONSENT

Motion to alter the starting times for Saturday contests in the baseball and softball NCS Championships.

15.504H Starting Times

- a) Single games will be played at 7:00 p.m., if lights and 5:00 pm if there are no lights during the weekdays. Saturday games may be scheduled at 1:00 p.m. or 7:00 p.m. depending upon the availability of lighted fields for the host school. If the single game is played at a lighted field on Saturday the starting time shall be 7:00 p.m.
- b) Baseball double-headers will commence at 12:00 p.m. and 2:00 p.m. if lighted fields are not available to the host school. If lighted fields are utilized, double-headers will commence at 5:00 p.m. and 7:00 p.m. (or as close to the scheduled starting time as possible if there is a doubleheader and the first game extends beyond the time necessary to provide sufficient warm-up time for the second game participants).
- c) NCS staff may adjust starting times for the good of the tournament.

IMMEDIATE IMPLEMENTATION

MOTION: Chuck Davison SECOND: Geri Giovannetti

H. League Champions Hosting Priority (DFAL)

FAILED 4-5

Motion to grant league champions hosting priority during 1st round of playoff games only.

Motion: Percy McGee

Second: Leo Lopoz

I. Lunch for Golf Coaches that are required to marshal

PASSED 8-1

Motion to provide lunch for golf coaches who are required to marshal during the NCS Championships. Golf coaches who act as marshals during NCS championship events are requesting that a lunch be provided to them or, at least, on honorarium of \$ 10.00 that may be used to buy food and drink at the tourney. In so far that they may not coach but rather act as rules officials and marshals they feel there needs to be some minimum compensation particularly since the players are provided for.

Financial implication: Approximately 36 golf coaches are required to marshal X 10.00 X 3 Golf tournaments=\$1080.00 increase that will need to come from increase fees per golfer by \$3.00 (Total fee per golfer would need to increase from 8.00 to 11.00. Alternative would be to build in the cost with the green fees which the cost would vary depending on what the golf course is willing to do.)

Motion: Leo Lopoz

Second: Jan Smith-Billing

IX. ALIGNMENT AND CLASSIFICATION

A. Realignment of Valley Christian and Berean Christian in football

PASSED BY CONSENT

Motion to move Valley Christian and Berean Christian football teams to the TCAL for football.

Bay Football League

Tri-County Athletic League

~~Berean Christian~~
 California School for the Deaf
 Emery
 St. Elizabeth
 Salesian (moved to the New League One)
 Stellar Prep
~~Valley Christian~~

<u>Rock Division</u>	<u>Stone Division</u>
St. Patrick/St. Vincent	John Swett
St. Mary's College	Richmond
Pinole Valley	Hercules
Salesian	Albany
El Cerrito	Kennedy-R
Berean Christian	De Anza
Valley Christian	

**B. Alignment & Classification Committee Report
 INFORMATION**

Alignment & Classification Chair Richard Graey reported on the recent Alignment & Classification Committee meeting.

X. ELIGIBILITY COMMITTEE

A. Review of NCS Report of Waivers for 2011-2012 school year
INFORMATION
Attachment G

B. **Eligibility Committee Report
 INFORMATION**
 Commissioner Lemmon reported on the recent Eligibility Committee meeting.

XI. VALUES AND EHTICS COMMITTEE
 No items.

XII. CIF ITEMS

A. **CIF Governance Task Force
 INFORMATION**
 Richard Graey reported on the CIF Governance Task Force that met in October. Glen Senestraro, Fortuna USD Superintendent attended the meeting along with Commissioner Lemmon.

B. **Revision of the 200 Series Bylaws of the CIF Constitution
 INFORMATION**
 The State CIF is proposing a revision and re-organization of the 200 series bylaws of the CIF Constitution. This item is currently an information item and is being shared well in advance of a first reading and final vote in order for CIF member schools to fully understand the changes.
Attachment H

C. **Proposal from the Sac-Joaquin Section to revise CIF 207, 208, 510
 INFORMATION**
 The Sac-Joaquin Section is proposing a revision of CIF 208, Hardship standard, which will have major revisions to CIF Bylaw 207 and 510. These proposed adjustments will significantly alter the current rules. This item is for information only and a first reading and final vote will be sometime in the future, unless a decision is made to not proceed with the revisions.
Attachment I

D. **Review of State CIF Transfer Eligibility data, including appeal information
 INFORMATION ONLY**
Attachment J

E. **Revision of CIF Bylaw 303.D
 FIRST READING**
 There is very little change in the bylaw. However, the changes will require NCS member schools with small necessary schools on their campus to complete the CIF multi-school agreement.
Attachment K

F. **Revision of CIF Marketing Plan
 FIRST READING**
 The CIF Marketing Plan has not been reviewed or revised in many years. The new proposed language strengthens opportunities for future sponsorships.
Attachment L

G. **Recommendation to rescind CIF Bylaw 1104**

FIRST READING

CIF Bylaw 1104 is no longer needed since the State CIF does hear appeals on matters other than student eligibility or section playoffs. The final decisions on these matters are made at the section level.

1104. ~~CIF APPEAL PROCEDURES INVOLVING MATTERS OTHER THAN STUDENT ELIGIBILITY OR SECTION PLAYOFFS~~

- ~~A. Appeals of final decisions determined through the Section appeals procedure concerning the Constitution and Bylaws of the State CIF or Section may be presented to the CIF Executive Director for mediation after the Section decision has been made in accordance with the following:~~
- ~~1. Was the Section's decision or action lawful, i.e., did the decision or action violate Title V, the Education Code, etc. and did it extend appropriate due process to the parties?~~
 - ~~2. Was the Section's decision or action fraudulent?~~
 - ~~3. Did the Section act arbitrarily?~~
 - ~~a. Did the Section have rules and criteria by which it reached its decision?~~
 - ~~b. Were the Section's rules and criteria reasonable, i.e., do the Section's rules reasonably relate to a legitimate objective?~~
 - ~~c. Did the Section follow its own rules and criteria?~~
 - ~~d. Does the Section's action or decision have a basis in reason, or in other words, a reasonable basis? The test to be employed in the application of this criterion is whether responsible people, acting in a thoughtful manner, could reasonably have reached the same decision as the Section and not whether others might personally believe the decision.~~
- ~~B. Upon receiving such an appeal, the Executive Director may, after consultation with the parties to the appeal, schedule mediation process if, in the judgment of the Executive Director, there is a likelihood of success for this process.~~

H. **Nor-Cal Boys' Volleyball Championships**

PASSED BY CONSENT

Motion to forward the proposal to the State CIF Championship Events Committee.

Attachment M

I. **Basketball Open Division Proposal**

FIRST READING

The open division proposal was discussed. Concern was expressed that during the current year teams would not know if they would be chosen for the open division until the day of the Nor-Cal Seeding meeting, following the section championships.

Attachment N

XIII. **OTHER BUSINESS**

A. **Consideration of NCS membership for Making Waves Academy, Richmond**

PASSED 9-0

Motion to recommend North Coast Section membership for Making Waves Academy, Richmond.

Motion: Richard Graey

Second: Mike Armstrong

XIV. **STAFF REPORTS**

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

**INFORMATION
INFORMATION
INFORMATION**

XV. **ADJOURNMENT**

Next meeting – March 12, 2012 at the Marin County Office of Education

