

**NCS EXECUTIVE COMMITTEE WORKSHOP SUMMARY  
JULY 31, 2009**

<b>MINUTE TOPIC</b>	<b>DISCUSSION LEADER</b>	<b>ACTION</b>
<b>I. ORIENTATION</b>		
<b>A. WELCOME AND INTRODUCTIONS</b>	Richard Graey	All individuals in attendance at the meeting introduced themselves.
<b>B. LOGISTICAL INFORMATION</b>	Karen Smith	Information
<b>C. PUBLIC COMMENTS</b>	Richard Graey	No public comment
<b>D. ORIENTATION FOR EXECUTIVE COMMITTEE</b>		Information
Responsibilities of Executive Committee	Gil Lemmon	Responsibilities and powers reviewed.
Selection of individuals to the Executive Committee	Gil Lemmon	The process for selection of members to the EC was reviewed.
Term of Office	Gil Lemmon	Review of NCS Constitution Bylaw 102.D.
Robert's Rules of Order/Brown Act	Richard Graey and Karen Smith	Information
Placement of Agenda Items on the EC Agenda	Gil Lemmon	Potential agenda items will be directed to the Section President. Section President will work with NCS staff to prepare agendas.
Introduction of NCS Staff	Gil Lemmon	Introduction of staff.
<b>II. REPORTS</b>		
<b>A. CIF</b>		Information with direction to staff
Insurance	Dennis Regalado	As of July 31 <sup>st</sup> it appears the CIF and Section have secured D&O and Liability insurance.
Transfer Eligibility Rules	Dennis Regalado	CIF and NCS are now entering the third year of the new eligibility process with little change for 2009-10.
Governance Task Force	Becky Smith and Richard Graey	Information
State Championship Master Plan	Dennis Regalado	Master plan shared.
<b>B. NCS</b>		
1. Alignment and Classification Committee	Richard Graey	Report and information
2. Eligibility Committee	Gil Lemmon	Report and information
3. Sports Advisory Committee	Karen Smith	Report and information
4. 2009-2010 Budget	Gil Lemmon	Reviewed
5. 2008-09 June 30, 2009 Balance Sheet	Gil Lemmon	Reviewed
6. Building Fund – Purchase of building	Gil Lemmon	Information

<b>MINUTE TOPIC</b>	<b>DISCUSSION LEADER</b>	<b>ACTION</b>
7. NCS Championships	Karen Smith and Bri Niemi	Information
<b>C. Additions to the Agenda</b>		
1. Executive Committee appointments for 2009-2010	Richard Graey	Information and recommendations.
2. Review of the Executive Committee recommendation to refund 50% of school dues for 2009-2010 and 2010-2011	Richard Graey	Information with proposal going forward to the September EC meeting.
3. Review of NCS Hearing Panel Decision to deny Berkeley High School's appeal of Commissioner Lemmon's decision to sanction the varsity boys' basketball team	Richard Graey	Information and review of process.
4. Consideration of the appointment of an At-large member to the Executive Committee	Gil Lemmon	Recommendation to forward a proposal to the September EC meeting.
5. Budget Cost Savings/Income Development Items		
<b>III. NEW BUSINESS</b>		
Review of 2008-09 Targets	Jan Smith-Billing	Review of targets from 2008-09.
Establish 2009-2010 Targets	Richard Graey	Targets for 2009-2010 were established and will be forwarded to the September EC meeting.
<b>IV. CHALLENGES RETROSPECTIVE</b>		
Assessment of round table discussions at the Board of Managers	Jan Smith-Billing	Discussion and recommendations for topics
<b>V. ASSIGNMENTS FOR 2009-2010</b>		
NCS		
Present CIF report to the NCS Board of Managers	Richard Graey	Assign Dennis Regalado
Chair of the Alignment and Classification Committee	Richard Graey	Assign Richard Graey and Becky Smith as Co-Chairs
Chair of the Eligibility Committee	Richard Graey	Open
Finance/Marketing Chairperson	Richard Graey	Assign either Willie Wong or Percy McGee
Chair of the Values & Ethics Committee	Richard Graey	Assign Amy McNamara
Personnel Committee	Richard Graey	Assign Jan Smith-Billing
CIF		
Rep. to the CIF Economic Viability Committee	Richard Graey	Dennis Regalado is a member of this committee due to his position on the CIF Executive Committee
Rep. to the CIF Sportsmanship Committee	Richard Graey	Becky Smith
CIF Section President's Committee	Richard Graey	Richard Graey
<b>VI. Executive Committee Meetings</b>		None

<b>MINUTE TOPIC</b>	<b>DISCUSSION LEADER</b>	<b>ACTION</b>
Review of meeting schedule	Richard Graey	Information and adjustment of March 15, 2010 meeting to March 22, 2010
<b>VII. ADDITIONAL ITEMS</b>		
Review of meeting and agenda topics	Richard Graey	Discussion
ADJOURNMENT	Richard Graey	Adjourn

# NCS EXECUTIVE COMMITTEE WORKSHOP AGENDA

North Coast Section Office  
12925 Alcosta Blvd., Suite 8  
San Ramon, CA 94583  
(925) 866-8400 Fax (925) 866-7100

## Friday, July 31, 2009

### 9:00-10:00

#### I. ORIENTATION

Welcome by Richard Graey, NCS President

- A. **Introductions** ..... **Richard Graey**
- B. **Logistical Information** ..... **Karen Smith**
  - NCS pays for lodging, food (no alcoholic beverages), mileage (\$.55 per mile round trip), and bridge fare for committee members and staff.
  - Review binder (workshop, school year)
- C. **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.
- D. **Orientation of Executive Committee** ..... **Gil Lemmon**
  - Responsibilities of Executive Committee
  - Selection of individuals to the Executive Committee
  - Term of Office
  - Brown Act (*Richard Graey and Karen Smith*)
  - Placement of Agenda Items on the Executive Committee Agenda
  - Introduction of NCS Office Staff

### 10:00 – 10:45

#### II. REPORTS

- A. **CIF** ..... **Dennis Regalado**
  - Insurance for CIF and member Sections
  - Transfer eligibility rules
  - Governance Task Force (Richard Graey and Becky Smith)
  - State Championship Master Plan
- B. **NCS** ..... **Designated**
  - 1. Alignment and Classification Committee..... **Richard Graey**
  - 2. Eligibility Committee ..... **Gil Lemmon**
  - 3. Sports Advisory Committee ..... **Karen Smith**
  - 4. 2009-2010 Budget – (Handout A) ..... **Richard Graey**
  - 5. 2008-2009 June Balance Sheet - (Handout B) ..... **Gil Lemmon**
  - 6. Building Fund – Purchase of building ..... **Gil Lemmon**
  - 7. NCS Championship Events ..... **Bri Niemi and Karen Smith**
- C. **Additions to the agenda**..... **Richard Graey**
  - 1. Executive Committee appointments for 2009-2010. .... **Information/Action**  
Discussion and possible action regarding potential nominees and appointments

to the NCS Executive Committee. To date the open positions are CSBA Representative, Female Representative and Region II Representative.

- a. School Board Representative-Jerome Wiggins (completed 3rd year of 5th term)
  - b. Class A Representative – Gordon Sharafinski (completed 2nd year of first term and will not return to the Board of Managers)
  - c. Region I Representative – Amy Furtado (completed 2nd year of first term; must be appointed by the MVAL as a representative to the Board of Managers in order to be eligible to return)
  - d. Female Representative – Becky Smith (completed 2nd year of 2nd term and is now the president-elect)
  - e. Region II Representative – Eric Volta (completed 2nd year of first term and will no longer be a representative from Region II)
  - f. Representative of Under-Represented Populations – Nelson Noriega (completed 2nd year of 2nd term and Dennis Regalado has now been elected to this position)
2. Review of the Executive Committee recommendation to refund 50% of school dues for 2009-2010 and 2010-2011.....**Information**
  3. Review of NCS Hearing Panel Decision to deny Berkeley High School’s appeal of Commissioner Lemmon’s decision to sanction the varsity boys’ basketball team.....**Information**
  4. Consideration of the appointment of an At-large member to the Executive Committee.....**Information**
  5. Budget Cost Savings/Income Development Items .....**Information**

**10:45 – 10:50 - BREAK**

**10:50 – 11:50**

**III. TARGETS**

**A. Targets .....Jan Smith-Billing**

**Review the 2008-2009 Targets as follows:**

1. Use the NCS website to highlight accomplishments of schools or individuals in promoting good sportsmanship and the principles of Pursuing Victory with Honor. (Assigned to Bri Neimi)
2. Develop a general recognition program for individuals who play a key role in educational athletics. (Assigned to Gil Lemmon)
3. Complete the development of a technology plan. Assess and address current and future needs for computers, servers, software, printers, copiers, and other related technology. Determine the resources necessary and an appropriate timeline for the implementation of the plan. (Assigned to Gil Lemmon)
4. Review conference structure with Alignment and Classification committee. (Assigned to Alignment and Classification Committee)
5. Review and update goals and objectives in the NCS Constitution and how they relate to the CIF Constitution. (Assigned to Gil Lemmon)

**B. Establish 2009-2010 Targets (possible options listed below) ..... Richard Graey**

1. Develop ways to streamline the submission of NCS forms and other required documents, saving our schools and NCS staff valuable time.
2. Use the NCS website to highlight accomplishments of schools or individuals in promoting good sportsmanship, principals of Pursuing Victory with Honor and service to the community.
3. Work with NCS member school athletic directors to develop a NCS-CSADA

Chapter where athletic directors can collaborate on common issues and concerns and develop more communication between schools.

4. Develop as part of the NCS Foundation Game Scholarship Program a section sponsored golf tournament, using the proceeds to offer additional scholarships to deserving NCS student-athletes.
5. Review the efforts of the section to promote diversity awareness and involvement of more individuals of under represented populations.

## **11:50 – 12:30 - WORKING LUNCH**

**12:00 – 12:45**

### **IV. CHALLENGES RETROSPECTIVE**

- A. Assessment of round table discussions at the Board of Managers ..... Richard Graey**  
1.

**12:45 – 1:15**

### **V. ASSIGNMENTS FOR 2009-2010**

- A. Assign Duties to Executive Committee Members ..... Richard Graey**

#### **NCS Positions**

1. Present CIF report to the NCS Board of Managers \_\_\_\_\_
2. Chair of the Alignment and Classification Committee \_\_\_\_\_
3. Chair of the Eligibility Committee \_\_\_\_\_
4. Finance/Marketing Chairperson \_\_\_\_\_
5. Chair of the Values and Ethics Committee \_\_\_\_\_
6. Personnel Committee \_\_\_\_\_

#### **CIF Positions**

1. Rep. to the CIF Economic Viability Committee \_\_\_\_\_ Dennis Regalado
2. Rep. to the CIF Sportsmanship Committee \_\_\_\_\_
3. CIF Section Presidents Committee \_\_\_\_\_ Richard Graey

- B. Executive Committee meetings (Tentative) ..... Richard Graey**  
Monday, September 21, 2009 – 12:00 noon at the **North Coast Section Office**  
Monday, December 14, 2009 – 12:00 noon at the **North Coast Section Office**  
Monday, March 15, 2010 – 12:00 noon **tentatively scheduled at the Marin County Office of Education**

**1:15 – 1:45**

### **VI. ADDITIONAL ITEMS**

**1:15 – 1:30 ITEMS ADDED TO THE AGENDA**

**A.**

**1:30 – 1:35 EVALUATION**

**1:35 – 1:45    FINAL COMMENTS FROM PARTICIPANTS**

**1:45            ADJOURNMENT**