

## NCS EXECUTIVE COMMITTEE MINUTES

**MEETING DATE:** MONDAY, SEPTEMBER 21, 2009  
**LOCATION:** NORTH COAST SECTION OFFICE  
**TIME:** 12:00 NOON

AGENDA TOPIC	Committee Recommendations			PURPOSE	DISCUSSION LEADER	ACTION
	SAC	A/C COMM	ELIG COMM			
<b>I. CONSENT AGENDA</b>				Action	Richard Graey	Motion/Second to approve the Consent Agenda. Passed 7-0
<b>II. MINUTES OF THE PREVIOUS MEETINGS</b> A. March 16, 2009 – Attachment A B. June 9, 2009 – Attachment B				Consent	Richard Graey	Passed by Consent Passed by Consent
<b>III. PUBLIC COMMENTS</b>					Richard Graey	No public comment.
<b>IV. CORESPONDENCE</b>					Richard Graey	
A. St. Mary's Interfaith Community Services				Information	Richard Graey	Review of letter from St. Mary's Interfaith Community Services thanking North Coast Section for donation of t-shirts and sweatshirts.
B. Marie Ishida – Directed to selected NCS member schools				Information	Richard Graey	Review of letter from CIF Executive Director Marie Ishida concerning failure of CIF member schools to complete the requested participation survey.
<b>V. FINANCE</b>						
A. 2008-09 Analysis of Cash Balance Attachment C				Information	Gil Lemmon	Review of the Building Fund based on the analysis of the NCS cash balance. NCS has accumulated \$754,875 for the purchase of a building.
B. 2008-09 Audit (Management Letter and Financial Statements) Attachment D				No Action	Gil Lemmon	No action taken. The audit report will be forwarded to the October 23 <sup>rd</sup> Board of Managers meeting. Commissioner Lemmon will make a brief report at the Board of Managers after Regalia & Assoc. make their audit report.
C. Reimbursement of 50% of the 2009-2010 dues to member schools in good standing Attachment E				Action	Willie Wong	Motion/Second to reimburse 50% of the 2009-2010 school dues to schools in good standing. Passed 6-1-0

AGENDA TOPIC	Committee Recommendations			PURPOSE	DISCUSSION LEADER	ACTION
	SAC	A/C COMM	ELIG COMM			
D. Loss of CIF Sponsorship – Macy’s				Information	Gil Lemmon	Commissioner Lemmon informed the committee that Macy’s has decided to end it’s sponsorship with the CIF, reducing the marketing share to NCS by \$6,500.
E. Budget Adjustments for 2009-2010 Attachment F				Action	Gil Lemmon	Motion/Second to adjust the 2009-2010 budget to reflect the loss of the Macy’s sponsorship. Passed 7-0-0
F. League D & O Insurance				Discussion	Gil Lemmon	Commissioner Lemmon was instructed to include this item on the October 23, 2009 Board of Managers meeting agenda as a discussion item.
<b>VI. EXECUTIVE COMMITTEE</b>						
A. Nomination of the Female Representative to the Executive Committee				Action	Jan Smith-Billing	Motion/Second to support the President’s nomination of Kristie Christiansen, teacher at Eureka High School. Passed 7-0-0
B. Appointment by the President of the Class A, School Boards’ and Region II Representatives Attachment G				Action	Richard Graey	Motion/Second to support the nomination of Class A Representative Geri Giovannetti. Passed 7-0-0. Motion/Second to support the nomination of CSBA Representative Percy McGee. Passed 6-0-1. Motion/Second to support the nomination of Region II Representative Sue Kahn. Passed 6-0-0.
C. CIF Representatives to the CIF Federated Council				C (D, A)	Richard Graey	Passed by Consent.
D. 2009-2010 Targets Update				Information	Richard Graey	The 2009-2010 targets were reviewed with one target revised.
E. Process for Review of Alleged Violations of Non-league Matters Excluding Use of an Ineligible Athlete and Assignment of Possible Penalties/Remedies				Action	Richard Graey	Motion/Second to Table. Passed 7-0-0.
F. Establishment of an At-large member to the NCS Executive Committee				Action	Richard Graey	Motion/Second to move forward to the Board of Managers as a first reading. Passed 7-0-0.
G. Board of Managers Representatives Attachment H				Information	Gil Lemmon	Information

AGENDA TOPIC		Committee Recommendations			PURPOSE	DISCUSSION LEADER	ACTION
		SAC	A/C COMM	ELIG COMM			
H.	Appeal Request from Berkeley USD Superintendent and Principal of Hearing Panel Decision Attachment I				Action	Richard Graey	Motion/Second to support the action of the NCS Hearing Panel. Passed 5-1-0
I.	Deletion of NCS Constitution and General Bylaw 32.A.2.				First Reading	Richard Graey	Reviewed. First Reading at the Board of Mangers.
J.	Revision of NCS Constitution and General Bylaw 34.A.8. – Eligibility				First Reading	Richard Graey	Reviewed. First Reading at the Board of Mangers.
K.	Addition of the Values & Ethics Committee as a Standing Committee under NCS Constitution and General Bylaw 70				First Reading	Richard Graey	Reviewed. First Reading at the Board of Mangers.
L.	Posting of School Sanctions on NCS Website Attachment J				Action	Richard Graey	Motion/Second to approve the posting of School Sanctions on the NCS website. Passed 7-0-0.
M.	Nomination of NCS Distinguished Service Award 1. Neurosport 2. Jerome Wiggins 3. Robert Braunstein				Action	Richard Graey	Motion/Second to select Neurosport and Robert Braunstein as the recipients for the NCS Distinguished Service Award.
<b>VII. SPORTS ADVISORY COMMITTEE</b>							
A.	Change the NCS boys' and girls' singles and doubles championship to two divisions	Passed 28-0-0			Consent	Karen Smith	Passed by Consent.
B.	Team Tennis: Guideline for use of linesmen	Passed 24-4-0			Consent	Karen Smith	Passed by Consent.
C.	Championship Calendar Dates for Softball	Passed 28-0-0			Consent	Karen Smith	Passed by Consent.
D.	111H Final date of season of sport	Passed 27-0-0			Consent	Karen Smith	Passed by Consent.
E.	Golf- Addition of at-large individuals provided space available to fill the field	Passed 24-0-0			Consent	Karen Smith	Passed by Consent.
F.	Calendar changes for Lacrosse, Spring Soccer and Boys' Volleyball	Passed 26-0-2			Consent	Karen Smith	Passed by Consent.
G.	NCS Constitution and General Bylaws 110.G.1	Passed 29-0-0			Consent	Karen Smith	Passed by Consent.

AGENDA TOPIC	Committee Recommendations			PURPOSE	DISCUSSION LEADER	ACTION
	SAC	A/C COMM	ELIG COMM			
H. Bracket Sizes	Passed 27-2-0			Consent	Karen Smith	Passed by Consent.
I. Soccer Official Timer	Failed 9-15-4			Action	Karen Smith	Motion/Second to support the addition of an official timer at NCS Soccer Championship contests. Passed 4-1-0
J. NCS Baseball Championship format	Passed 27-1-1			Action	Karen Smith	Motion/Second to support the motion with the addition of the sport of softball. Passed 5-0-0.
<b>VIII. ALIGNMENT AND CLASSIFICATION COMMITTEE</b>						
A. Article 7, 70. Standing Committee, C.		Passed 6-0-0		R, D, A	Richard Graey	Motion/Second to support the motion. Passed 5-0-0.
B. NCS Constitution & General Bylaw 105.A & B		Passed 6-0-0		R, D, A	Richard Graey	Motion/Second to support the motion. Passed 5-0-0.
C. Report on Committee meeting – Thursday, September 10, 2009				Information	Richard Graey	Information
<b>IX. ELIGIBILITY COMMITTEE</b>						
A. Report on Committee meeting – Tuesday, September 8, 2009				Information	Gil Lemmon	Report by Commissioner Lemmon.
B. Eligibility Workshops				Information	Gil Lemmon	Report by Commissioner Lemmon regarding the league Eligibility Workshops conducted.
<b>X. VALUES AND ETHICS COMMITTEE</b>						
A. Letter sent to schools				Information	Amy McNamara	Ms. McNamara reported that a letter was sent to NCS member schools regarding sportsmanship.
<b>XI. CIF ITEMS</b>						
A. CIF Governance Task Force				Information	Richard Graey and Becky Smith	Richard Graey and Becky Smith reported on the events of the last CIF Governance Task Force. Commissioner Lemmon was asked to secure the map slides used at the meeting.
B. Master Plan for the addition of state and regional championships Attachment K	Failed 1-18-8			Action	Dennis Regalado	Motion/Second to support the CIF Master Plan. Passed 5-0-0.
C. CIF Bylaw 32: Allied Organization Attachment L				Action	Dennis Regalado	Motion/Second to support the revised language of CIF Bylaw 32. Passed 5-0-0.

AGENDA TOPIC	Committee Recommendations			PURPOSE	DISCUSSION LEADER	ACTION
	SAC	A/C COMM	ELIG COMM			
D. 1. Request for CIF to “pilot” a three-year study to allow the use of the A-11 Offense 2. Repeal in the State of CA the 2009 NFHS rule change to rule 7-2-5b Attachment M	Failed 2-23-3 Failed 2-25-0			Action  Action	Dennis Regalado	Motion/Second to send CIF delegates to not support the motion. Passed 5-0-0.  Motion/Second to send CIF delegates to not support the motion. Passed 5-0-0.
E. CIF Bylaw 310 Attachment N				No Action	Dennis Regalado	The State CIF has removed this item for consideration.
F. CIF Bylaw 3101 – 40-Match Rule in Wrestling Attachment O	Passed 26-0-0			Action	Dennis Regalado	Motion/Second to support the motion. Passed 5-0-0.
<b>XII. OLD BUSINESS</b>						
A. None						No Old Business
<b>XIII. CLOSED SESSION</b>						
A. Pending Legal Matters					Richard Graey	
<b>XIV. REPORT OF ACTION TAKEN IN CLOSED SESSION</b>						
The Executive Committee will report any action taken in Closed Session.				No Action	Richard Graey	There are currently no pending legal matters concerning North Coast Section.
<b>XV. STAFF REPORTS</b> A. Commissioner B. Associate Commissioner C. Assistant Commissioner				Report Report Report	Gil Lemmon Karen Smith Bri Neimi	
<b>XVI. ADJOURNMENT</b>				Action	Richard Graey	Motion/Second to adjourn the meeting. Passed 5-0-0.

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**  
**September 21, 2009**

**ROLL CALL**

Present: Richard Graey, Jan Smith-Billing, Dennis Regalado, William Wong, Becky Smith, Chris Heller and Amy McNamara

Absent: No absences.

**I. CONSENT AGENDA**  
**PASSED 7-0-0**

To recommend approval of the consent agenda

**II. MINUTES**  
**PASSED BY CONSENT**

Motion to approve the minutes of March 16, 2009 and June 9, 2009 meetings as printed.

**III. 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 North Coast Section, CIF, will be heard at this time.

No public comment was made.

**IV. CORESPONDENCE**

**A. St. Mary's Interfaith Community Services**  
**INFORMATION**

A letter from St. Mary's Interfaith Community Services was reviewed. The organization was very thankful and complimentary with the donation of old t-shirts and sweatshirts made to their organization by NCS.

**B. Marie Ishida – Directed to selected NCS member schools regarding failure to complete the online participation survey.**  
**INFORMATION**

The committee reviewed a letter from CIF Executive Director Marie Ishida concerning the failure of a few NCS member schools to complete the requested participation survey.

**V. FINANCE**

**A. 2008-09 Analysis of Cash Balance**  
**INFORMATION**

The Executive reviewed the cash balance of the section as of July 31, 2009, post audit. To date NCS has accumulated \$754,875 dollars towards the purchase of permanent office space.

**B. 2008-09 Audit**  
**NO ACTION**

The draft copy of the 2008-09 Audit and Management Letter was reviewed. The committee instructed staff to forward to the October Board of Managers meeting and asked Commissioner Lemmon to make an audit report following the report by Regalia & Assoc. at the Board of Managers meeting.

**C. Reimbursement of 50% of the 2009-2010 dues to member schools in good standing**  
**PASSED 6-1-0**

Motion to recommend to the Board of Managers the reimbursement of 50% of the 2009-2010 school dues to NCS member schools in good standing.

*Motion: Jan Smith-Billing    Second: Becky Smith*

**D. Loss of CIF Sponsorship – Macy’s**

**INFORMATION**

The State CIF Marketing Director has notified each CIF Section that Macy’s has elected to terminate their sponsorship agreement with the CIF and member sections. Each section shares in the \$82,500 sponsorship. The decrease to the CIF marketing to North Coast Section is \$6,496.88, for the current fiscal year, 2009-2010.

**E. 2009-2010 Budget adjustments**

**PASSED 7-0-0**

Motion to reduce CIF Sponsorship income by \$6,500.00 and reduce the Contingency Miscellaneous by the same amount, maintaining a balanced budget.

*Motion: Chris Heller Second: Dennis Regalado*

**F. League D & O Insurance**

**INFORMATION**

The committee instructed NCS staff to place league directors & officers insurance on the October Board of Managers agenda for discussion.

**BACKGROUND INFORMATION**

The CIF secured liability and D & O insurance for the State CIF and individual sections, with the exception of the Southern Section. AIG is the current insurance carrier for NCS. Arthur J. Gallagher & Co., insurance brokers hired by the CIF, has stated that AIG will not cover individual leagues and league may not be covered as subsidiaries of NCS.

As a service for leagues Commissioner Lemmon has contacted several insurance brokers to assist leagues in making arrangements for insurance. Two brokers are offering insurance packages that offer D & O and Employment Practice Liability insurance. The policies are million dollar liability policies with various deductibles, coverage’s, etc. The brokers are Alta Financial & Insurance Company and Financial Specialty. Premiums range from \$750 to \$1,300 depending on the policy, deductible, etc.

**VI. EXECUTIVE COMMITTEE**

**A. Nomination of the Female Representative to the Executive Committee**

**PASSED 7-0-0**

Motion to recommend Kristie Christiansen, teach at Eureka High School as the female representative to the Executive Committee.

**B. Appointment by the President of the Class A, School Boards’ and Region II Representatives**

**PASSED 7-0-0**

Motion to recommend Geri Giovannetti as the Class A representative to the NCS Executive Committee.

*Motion: Chris Heller Second: Jan Smith-Billing*

**PASSED 6-0-1**

Motion to recommend Percy McGee as the CSBA representative to the NCS Executive Committee.

*Motion: Jan Smith-Billing Second: Chris Heller*

**PASSED 6-0-0**

Motion to recommend Sue Kahn as the Region II representative to the NCS Executive Committee.

*Motion: Jan Smith-Billing Second: Chris Heller*

**C. CIF Representatives to the CIF Federated Council**

**PASSED BY CONSENT**

Motion to send the following individuals to the CIF Federated Council as the representatives of North Coast Section.

Dennis Regalado – Representative of Under Represented Populations

Richard Graey – NCS President

Becky Smith – NCS President Elect (would also serve as female representative at meeting)

**D. 2009-10 Targets Update  
INFORMATION**

Review the 2009-2010 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 and service to the community. (Assigned to Bri Neimi)
2. 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)
3. Review and update goals and objectives in the NCS Constitution and how they relate to the CIF Constitution. (Assigned to Gil Lemmon)
4. Develop ways to streamline the submission of NCS forms and other required documents, saving our schools and NCS staff valuable time. (Assigned to NCS Staff)
5. 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. (Assigned to Gil Lemmon)
6. 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.
7. Review the efforts of the section to promote equal opportunity for people of all race, gender, ethnicity, sexual orientation, class and geography within all aspects of governance.

**E. Revision of 219.A-F.  
TABLED 7-0-0**

Motion to revise NCS Constitution and General Bylaw 219.A-F.

**219. PENALTIES INCLUDING FORFEITURE**

- A. Penalties and remedies described below are designed to be progressive based on the nature and severity of the alleged violation. Subsequent violations after an initial determination would subject the offending school to further disciplinary action up to an including expulsion from the CIF.
- B. Penalty for Use of an Ineligible Participant
  1. When a student, who is not eligible in accordance with NCS and/or CIF bylaws, represents an NCS school in CIF competition (interscholastic contests {games, matches, meets, etc.}) or the school otherwise violates NCS and/or CIF Bylaws, the school shall immediately:
    - a. Forfeit all contests in which the violation occurred,
    - b. Report the violation(s) and forfeiture(s) to:
      - 1) Its league
      - 2) Schools against which the violation occurred
      - 3) And the NCS Commissioner
    - c. Send written notice of the violation(s) and forfeiture(s) to:
      - 1) Its league
      - 2) Schools against which the violation occurred
      - 3) And the NCS Commissioner
    - d. Recommend to its league one or more of the penalties/remedies listed in 219D.
  2. Forfeit of League Game  
Should a school's team or teams fail to participate in any of its contests as per the league schedule, it's action would represent a breach of the implied contract and

the school would be further guilty of breaking its faith with the member schools of its league and the North Coast Section, C.I.F. Member schools are expected to make every reasonable effort to fulfill their varsity schedule.

a. League contests that are canceled for legitimate administrative cause by mutual agreement of the competing schools with authority granted by the respective league(s) would not be subject to sanctions or penalty.

Examples of reasons for cause are listed below:

- 1) Inadequate sign-ups of students to field a team. Schools are expected to encourage additional students to participate, but should notify the league one week after the starting date of practice if they are unable to field a team.
- 2) Loss of an adequate number of participating students due to the imposition of school disciplinary action.
- 3) Loss of an adequate number of participating students due to scholastic ineligibility.
- 4) Student and spectator safety due to unforeseen circumstances such as travel conditions or field conditions.
- 5) School or national tragedies or emergencies (ex. the death of a student or teacher at the school or a Homeland Security Red Alert).

b. League contests that are forfeited due to actions of intent or neglect that creates a competitive advantage for the school forfeiting the contests or a disadvantage to the other schools in the league shall be subject to sanctions and penalties. Examples of actions of intent or neglect are listed below:

- 1) Over-scheduling to exceed the maximum number of contests permitted by NCS rules.
- 2) Cancellation due to travel inconvenience or lack of travel preparation.
- 3) Over-scheduling by making conflicting commitments for the same time period.

#### FIRST OFFENSE

- a) Forfeitures of contest(s) in which the offending school did not compete shall count as contests played against the final season record,
- b) Exclusion from participation in the league's post-season championship (playoff) competition in that sport for a period of one year from the date of determination of the violation,
- c) Exclusion from participation in NCS post-season championship competition in the specific sport in which the school did not fulfill its league scheduling responsibility for a period of one year from the date of determination of the violation.

#### SECOND OFFENSE WITHIN THREE SCHOOL YEARS OF THE FIRST OFFENSE (Items above plus):

- a) The school will be placed on probation with the conditions of probation to be determined by the NCS Eligibility Committee. Failure to follow all NCS and CIF rules during the term of probation may subject the school to further penalties up to and including loss of membership in the NCS and CIF.
- b) Exclusion from participation in the league's post-season championship (playoff) competition in the specific sport(s) for a minimum of two years or more as determined by the league,
- c) Exclusion from participation in NCS post-season championship competition in ~~at~~ the specific sport(s) for a minimum of two years or more as determined by the NCS Eligibility Committee,

- d) Possible suspension from the league and any other NCS league in the specific sport(s) for a period of time to be determined by the NCS Eligibility Committee.

**THIRD OFFENSE WITHIN FIVE SCHOOL YEARS OF THE FIRST OFFENSE (Items above plus):**

- a) Possible placement on non-league affiliated membership status for a period of time to be determined by the NCS Board of Managers.
  - b) Possible suspension from the NCS and CIF for a period of time to be determined by the NCS Board of Managers.
  - c) The actions of the league or NCS Eligibility Committee in all matters stated above would be subject to appeal to the NCS Board of Managers.
3. In the case where it is determined that an ineligible player competed due to the failure of the school administration to submit the proper paper work which would have granted immediate unlimited eligibility, the school would only be forced to forfeit the initial game won or tied that the student in question played.  
*(NCS Board of Managers 1/23/09)*
4. Suspension  
If a student is suspended from high school, the student is ineligible during the period of suspension. When the student returns to the school, the period of ineligibility is determined by the principal.  
*(NCS Board of Managers 4-27-09)*

**C. Penalty for Violations of NCS and/or CIF Bylaws OTHER THAN Use of an Ineligible Participant**

*The penalties and proceedings as set forth in this section are to be applied by the league committees of the CIF North Coast Section when applicable, but do not apply as any limitation to the powers of the Commissioner or Section Board of Managers to suspend, to fine or otherwise penalize any member school for the violations of any CIF or Section rule or regulations.*

- 1. When a school violates NCS and/or CIF Bylaws, the school shall immediately:
  - a. Report the violation to:
    - 1) Its league
    - 2) Schools against which the violation occurred
    - 3) And the NCS Commissioner
  - b. Send written notice of the violation(s) to:
    - 1) Its league
    - 2) Schools against which the violation occurred
    - 3) And the NCS Commissioner
- c. Recommend to its league one or more of the penalties/remedies listed in 219.D below:

**D. Penalties/Remedies for Violations of NCS and/or CIF Bylaws**

- 1. The team shall be placed on probation (indicating the conditions of the probation).
- 2. The school shall be placed on probation (indicating the conditions of the probation).
- 3. The school shall conduct a self-evaluation of its procedures, recommend appropriate improvements in the procedures, implement the improvements and submit a written report to the school's league and the NCS Eligibility Committee.
- 4. The school shall pay a consultation fee (equal to the consultant's daily wage or \$150 whichever is greater and round trip mileage at the Section's regular rate) to be used to fund a mandatory in-service program for selected members of the school's staff and administration.
- 5. The school's team(s) shall be suspended from post-season competition, not to exceed one calendar year.

6. The school's team shall be suspended from its league for the balance of the season.
  7. The school, in the event of repeated violations, shall post a \$300 bond with the league. The bond will be placed in the league account. It will be returned to the school after two calendar years have elapsed without an additional eligibility violation.
  8. The school shall be suspended from post-season participation in all sports, not to exceed one calendar year.
  9. The school shall be suspended from its league for the balance of the season.
  10. The school shall be suspended from participation in its league for a period of time not to exceed one calendar year.
  11. The school shall be recommended for expulsion from the California Interscholastic Federation.
- E. For violations that are self-reported by the offending school, the school's league shall review the circumstances of the school's violation and its recommended penalties/remedies. The league will determine which of the stated penalties/remedies (NCS Constitution and General Bylaw 219.D) shall be implemented except when the bylaw specifically states the penalties for violation of that bylaw. In those cases the penalties required in the bylaw are the minimum consequences. The league may increase the mandated penalties but the league may not reduce or waive the mandated penalties.
1. When allowed in the bylaws, the league has the authority to affirm, deny, reduce or increase the penalties/remedies recommended by the school, based upon the following criteria:
    - a. Does the school's action appropriately address the severity of the violation and, if appropriate, violations repeated within four calendar years of the last violation?
    - b. Does the school's action cause remediation of the problem to preclude violations in the future?
    - c. Does the school's action address problems that caused or led to the violation?
    - d. Does the school's recommendation recognize its diminished culpability in cases where the student or his/her family or legal guardian intentionally provided fraudulent information?
      - 1) Information on the appeal process of a league's determination of appropriate school remedies for use of an ineligible student is included in NCS Student Eligibility Bylaw 219.G.
      - 2) Information on the appeal process of the required forfeiture of all games in which an ineligible student participated is included in NCS Student Eligibility Bylaw 219.H.
- F. ***For violations that are not self-reported by the offending school, or are charges reported by another school the NCS Commissioner or his/her designee shall review, investigate the alleged infractions and/or violations of CIF and NCS bylaws.***
- ~~F. G.~~ For violations that are determined by a league hearing panel or ***the NCS Commissioner or his/her designee*** ~~an NCS hearing panel:~~
1. The hearing panel ***or Section Commissioner or his/her designee*** having jurisdiction to consider the circumstances of the alleged violation shall also have the authority to impose penalties/remedies as defined in 219.D.
  2. The hearing panel ***or Section Commissioner or his/her designee*** having jurisdiction and authority shall be responsible for determining the adherence to the provisions of the penalties/remedies and any additional consequences for non-adherence.
- ~~G. H.~~ **APPEAL TO THE NORTH COAST SECTION OF A LEAGUE'S DETERMINATION OF APPROPRIATE SCHOOL REMEDIES FOR USE OF AN INELIGIBLE STUDENT**
1. A CIF member school, CIF member league, CIF Section, NCS Commissioner of Athletics, affected students, or parents of affected students may appeal the

league's decision on appropriate school remedies for use of an ineligible student to the NCS Eligibility Committee. The NCS Eligibility Committee will assign a three-person hearing panel or a single hearing officer who will review the action of the league and may affirm, deny, reduce, or increase the remedies ordered by the school's league.

- a. Criteria for appealing all remedies (other than forfeiture of all games in which the ineligible student participated) listed in NCS Student Eligibility Bylaw 219.D.
- b. The hearing will be conducted in accordance with the guidelines in the North Coast Section Appellate Procedures Handbook.
- c. An appeal of an NCS league's final determination of a remedy applicable to a member school which was represented in CIF competition by a student who was not eligible in accordance with NCS and/or CIF Bylaws shall be filed with the NCS Office in writing and shall detail the nature of the appeal and outline the position as to why the league's determination or remedy is in error or why an appeal to the Section level is necessary at this time.
- d. The hearing panel or a single hearing officer shall make its determination by evaluating the evidence presented and applying the guidelines found in the **North Coast Section Appellate Procedures Handbook**.

**H. I. APPEAL OF THE REQUIRED FORFEITURE OF ALL GAMES DUE TO THE PARTICIATION OF AN INELIGIBLE STUDENT**

1. A CIF school, CIF member league, CIF Section, NCS Commissioner of Athletics, affected students, and/or parents of affected students may appeal the required forfeiture of all games in which an ineligible student participated by writing a letter of appeal to the NCS Section Commissioner with copies to the principals of both schools and to the league commissioner(s). The NCS Commissioner or his/her designee will review the evidence, compare the evidence to the criterion and render a decision on the appeal.
2. Any party to the initial appeal may appeal the Section Commissioner's decision to the North Coast Section Eligibility Committee that will assign a three-person hearing panel or a single hearing officer to conduct a hearing. The three-person hearing panel or single hearing office may affirm, deny, reduce, or increase the number of games that must be forfeited as determined by the Section Commissioner.
3. The hearing shall be conducted in accordance with the procedure stated in the North Coast Section Appellate Procedures Handbook. The appellant must pay a fee of \$150 to the North Coast Section to cover the costs of conducting the hearing. The hearing panel shall make its determination by evaluating the evidence presented and applying the following criterion:
4. Criterion for waiving the penalty of forfeiture:  
Clear documented evidence must be provided which proves that the participation of the ineligible player did not impact the outcome of the contest.
5. Appeals of forfeitures due to the participation of an ineligible player may only be granted after the offending school has fulfilled the requirements of NCS Bylaw 219.

**J. APPEAL OF DECISIONS OF A LEAGUE OR NCS COMMISSIONER OR HIS/HER DESIGNEE**

*A NCS member school, NCS member league, NCS Commissioner of Athletics, affected students, or parents of affected students may appeal the league hearing panel's or the NCS Commissioner's or his/her designees' decision on appropriate school remedies for violation of CIF or NCS rule or regulations other than the use of an ineligible student to the NCS President. The NCS President will assign a three-person hearing panel or a single hearing officer who will review the action of the league or NCS Commissioner or his/her designee and may affirm, deny, reduce,*

*or increase the remedies ordered by the school's league hearing panel or the NCS Commissioner or his/her designee.*

- a. An appeal of a league hearing panel or NCS Commissioner's or his/her designees' decision shall be filed with the NCS Office in writing and shall detail the nature of the appeal and outline the position as to why the league hearing panel or NCS Commissioner's or his/her designees' determination or remedy is in error or why an appeal to the NCS President is necessary at this time.*
- b. The hearing will be conducted in accordance with the guidelines in the North Coast Section Appellate Procedures Handbook.*
- c. The hearing panel or a single hearing officer shall make its determination by evaluating the evidence presented and applying the guidelines found in the North Coast Section Appellate Procedures Handbook.*

*Motion: Amy McNamara*

*Second: Chris Heller*

**F. Establishment of an At-large member to the NCS Executive Committee  
FIRST READING**

Motion to establish an At-large member to the NCS Executive Committee, serving a two-year term.

**70. STANDING COMMITTEES**

**A. Executive Committee**

1. The Executive Committee shall consist of the Section President, President-elect, Section Past-President, a district superintendent, a representative of school boards, a female CIF representative, a representative of under represented populations, ~~and~~ three regional representatives and a Class A schools representative *and one at-large member*. The three regional representatives must be league representatives to the Board of Managers. Each region shall be represented on the Executive Committee. The NCS Section Commissioner and Legal Consultant shall be ex-officio non-voting members.

**G. Board of Managers Representatives  
INFORMATION**

An updated list of current NCS Board of Managers members was presented at the meeting.

**H. Appeal Request from Berkeley USD Superintendent and Principal of Hearing Panel Decision  
PASSED 5-1-0**

Motion to support the action of the NCS Hearing Panel denying the appeal by Berkeley High School of sanctions to the boys' basketball program.

Berkeley High School superintendent and principal requested an appeal of the NCS Hearing Panel's decision to uphold the decision of Commissioner Lemmon to sanction the school's boys' varsity basketball program for one year, not allowing the team to qualify to the NCS Championships if their team is eligible.

*Motion: Chris Heller Second: Amy Mcnamara*

**I. Adjustment of NCS Constitution and General Bylaw 31.A.2.  
FIRST READING**

Motion to adjust the language under NCS Constitution and General Bylaw 31.A.2.

**CIF REPRESENTATIVES**

- A. President, President-elect, Representatives of Leagues

1. The President, President-elect, Female representative and representative of under represented populations shall serve as the delegates to the CIF Federated Council.
  - a. The Board of Managers may authorize a CIF Federated Council delegate other than the President and/or President-elect by majority vote.
2. The delegates from the North Coast Section to the CIF Federated Council must be duly elected representatives of their leagues serving concurrently in both capacities, *with the exception of the female representative and under represented population's representative. These positions may be individuals who are not duly elected representatives of their leagues serving concurrently in both capacities.*

**J. Revision of NCS Constitution and General Bylaw 34.A.8. – Eligibility**

**FIRST READING**

Motion to correct the language under NCS Constitution and General Bylaw 34.A.8 – Eligibility.

**BOARD OF MANAGERS POWERS AND DUTIES**

A. The Board of Managers shall have the following powers and duties

8. **Eligibility**

- a. To provide a process for determining the CIF and NCS athletic eligibility of students enrolled in member schools of the NCS, *unless otherwise designated by the CIF Constitution and General Bylaws.*

**K. Addition of the Values & Ethics Committee as a Standing Committee**

**FIRST READING**

Motion to add the Values & Ethics Committee as a Standing Committee under NCS Constitution and General Bylaw 70.

70. Standing Committees

D. Values & Ethics

1. The Values & Ethics Committee shall be composed of at least one school representative from each NCS Conference, two at-large representatives, and a member of the Executive Committee. The Executive Committee representative shall be appointed by the NCS President. Committee members shall serve until replaced.

**L. Posting of School Sanctions on NCS Website**

**PASSED 7-0-0**

Motion to approve the posting of school sanctions on the NCS website as recommended by the State CIF and State of California legislature.

The State CIF Office has encouraged sections to post school sanctions on the section website. This request is based on an Assembly Bill authored by Audrey Strickland which mandated the posting of these sanctions. The CIF worked to alter the bill to recommend the postings. The bill passed the Assembly floor 77-0, making a strong statement of bipartisan support. The CIF's authorization will sunset in two years and the CIF Office believes that our organization should be as transparent as possible, and as such has suggested the postings.

*Motion: William Wong*

*Second: Dennis Regalado*

**M. Nomination of NCS Distinguished Service Award**

**PASSED 7-0-0**

Motion to nominate Neurosport and Robert Braunstein for the NCS Distinguished Service Award.

**Neurosport** – Neurosport is a sports injury and rehabilitation company located in Fremont. It is owned by Rod Silveira and Skip Turner. Mr. Silveira and Mr. Turner have volunteered medical supervision and services at football games hosted by Mission San Jose HS, Irvington HS,

Kennedy HS, Washington HS and American HS for 30+ years. This dedication and valuable service to our member schools should be recognized.

**Robert Braunstein** – Robert Braunstein has served high school sports in the Bay Area since 1992. A graduate of Leland High School and San Jose State Braunstein is the originator of one of the nation’s first high school sports highlight shows, first aired on KICU-36, called “High School Sports Focus”. Since then Mr. Braunstein to channel 20, producing a new show based on the original concept of high school sports highlights called Cal-Hi Sports Bay Area. The show has been a tremendous hit with Bay Area students, athletes, parents and spectators. Mr. Braunstein has highlighted many NCS athletes and his dedication to high school sports in the Bay Area and North Coast Section is justly deserving of recognition.

*Motion: Amy McNamara      Second: Jan Smith-Billing*

**VII. SPORTS ADVISORY COMMITTEE**

**A. Change the NCS Boys’ and girls’ singles and doubles championship to two divisions**

**PASSED BY CONSENT**

Motion to change the NCS boys’ and girls’ singles and doubles championship to two divisions, beginning with the 2010-11 season (adopting team tennis classifications).

**B. Team Tennis: Guideline for use of linesman**

**PASSED BY CONSENT**

Motion to add the following language adding linesmen: If either player in a match requests help with calling lines, coaches may agree to provide two (2) linesmen at the net posts in Boys’ and Girls’ NCS Team Tennis Championships who cover the half-width of the court closest to each. The linesmen would include one member from each team and all of the following would be adhered to:

- The linesmen do not offer calls on their own; they only respond when requested by a player.
- The linesmen do not keep score, or call anything other than lines.
- If a player is not in agreement with his/her opponent, that player can appeal to the linesman on the half-width of the court nearest to the call in question.
- Once that linesman makes a ruling, his/her call stands.
- If the linesman who is being appealed to did not see the ball clearly, he/she can shield his/her eyes and defer to the other linesman who then can make the call only if he/she saw it clearly. If neither linesmen can make a call, then the original call stands.

**C. Championship Calendar Dates in Softball**

**PASSED BY CONSENT**

Motion to add the following dates to the Softball championship calendar.

<b><u>SOFTBALL</u> **</b>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Deadline for Division I- VI leagues to determine qualifiers	May 22	May 21	May 19
Final date for Division I- VI competition other than NCS/Les Schwab Tires Championships	May 22	May 21	May 19
Class Division I- VI At-Large, Seeding & Orientation meetings	May 23	May 22	May 20
Division I- VI 1 <sup>st</sup> Round games	May <b>25</b> , 26	May <b>24</b> , 25	May <b>22</b> , 23
Division I- V 2 <sup>nd</sup> Round games/ Division VI Semifinals	May <b>28</b> , 29	May <b>27</b> , 28	May <b>25</b> , 26
Division I- V Semifinal games	June <b>1</b> , 2	May <b>31</b> , June 1	May <b>29</b> , 30
Division I- VI NCS/Les Schwab Tires Championship games	June <b>4</b> , 5	June <b>3</b> , 4	June <b>1</b> , 2

**D. 111H Final date of season of sport**

**PASSED BY CONSENT**

Motion to delete/add the following language in Bylaw 111H.

**A110H Final Date for Competition**

The final date for competition other than NCS/Les Schwab Tires or CIF approved post-season tournaments, is determined by the Board of Managers annually and stated in the NCS/Les Schwab Tires Championship Schedule.

**111H Final Date of Season of Sport**

- a) ~~The final league/conference event (including league playoffs, league post-season tournaments, league meets)~~ **The final date of competition for each sport is posted in the *Three (3) Year Championship Schedule*, which denotes the be the end of the season of the respective sports.**
- b) Those schools that qualify for, or are selected to participate in NCS/Les Schwab Tires or CIF Championships may practice and scrimmage (basketball, baseball, softball, soccer, volleyball and water polo – See 103H) beyond the final date of the season of sport.
- c) Those schools that qualify for, or are selected to participate in NCS/Les Schwab Tires or CIF Championships shall end their season upon elimination from the NCS/Les Schwab Tires or CIF Championships.
- d) The NCS Commissioner of his/her designee shall have the authority to approve or deny post-season competition for schools that participate in sports that do not have a NCS/Les Schwab Tires or CIF Championships.
- e) Sports that do not culminate in a NCS/Les Schwab Tires or CIF Championships and have received permission from the NCS Commissioner or his/her designee to conduct a post-season tournament shall end with the final date of the NCS/Les Schwab Tires Championship dates of the respective season (fall, winter, and spring).
- f) No tournaments that are scheduled after the completion of the league/conference season will be approved in sports in which NCS/Les Schwab Tires Championships are conducted.

*(NCS Board of Managers 10/20/06)*

**IMMEDIATE IMPLEMENTATION**

**E. Golf – Addition of at-large individuals provided space availability**

**PASSED BY CONSENT**

Motion for NCS Selection Committee to add at-large golf individuals to the North/South Golf Qualifiers provided there is space available in the field of 144.

**F. Calendar changes for Lacrosse, Spring Soccer and Boys’ Volleyball**

**PASSED BY CONSENT**

Motion to include additional dates for the championship in the following sports; Lacrosse, Boys’ Volleyball, and Spring Soccer.

<u>LACROSSE</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>
Deadline for leagues to determine qualifiers	May 15	May 14	May 12
Final date for competition other than NCS/Les Schwab Tires or CIF Championships	May 15	May 14	May 12
At-Large, Seeding & Orientation meetings	May 16	May 15	May 13
NCS/Les Schwab Tires Championships	May 19, 21,22, 26, 28, 29	May 18, 20, 21, 25, 27, 28	May 16, 18, 19, 23, 25, 26
<u>GIRLS SOCCER</u>			
Deadline for leagues to determine qualifiers	May 15	May 14	May 11
Final date for competition other than NCS/Les Schwab Tires or CIF Championships	May 15	May 14	May 11
At-Large, Seeding & Orientation meetings	May 16	May 15	May 12

NCS/Les Schwab Tires Championships	May 18, 20, 21, 22	May 17, 19, 20, 21	May 15, 17, <b>18</b> , 19
<b><u>BOYS VOLLEYBALL</u></b>			
Deadline for leagues to determine qualifiers	May 15	May 14	May 11
Final date for competition other than NCS/Les Schwab Tires or CIF Championships	May 15	May 14	May 11
At-Large and Seeding	May 16	May 15	May 12
NCS/Les Schwab Tires Championships (1st, Semifinal and Championship Rounds in Division I, II and III)	May 18, 20, 21, 22	May 17, 19, 20, 21	May 16, 18, <b>19</b> , 20

\*Mother's Day in 2010 is May 9<sup>th</sup>. Seeding meetings for this weekend will be held Saturday, May 8<sup>th</sup>. Final date of competition is Friday, May 7<sup>th</sup>. 20012 Mother's Day is on May 13<sup>th</sup> for this weekend the development meeting will be on May 12<sup>th</sup>.

**G. NCS Constitution and General Bylaws 110.G.1**

**PASSED BY CONSENT**

Motion to add the following language to NCS Constitution and General Bylaws 110.G.1.

110.G.1.

1. The agenda and packet of support materials mailed to the Sports Advisory Committee members will be structured in the following manner:
  - a. Use a ballot format for all old business items with all items having a code system and support material coded the same.
  - b. All agenda items must have written rationale before being placed on the agenda and identified by the league, *non-league associate member, management committee* or *NCS Staff member membership* that submitted the item.
  - c. Agenda items shall be worded in the form of a motion.
  - d. Any item considered by the Sports Advisory Committee cannot be placed on a future Sports Advisory Committee agenda for the balance of the school year without a two-thirds affirmative vote of the Sports Advisory Committee delegates.
  - e. *NCS staff, with approval from the Sports Advisory Committee Chair, will determine the consent agenda items.*

**H. Section Championship Bracket Sizes**

**PASSED BY CONSENT**

Motion to allow each NCS Selection Committee to increase the team sports brackets, when there are qualified teams applying for NCS Championships. Any increase in the brackets size will not cause the NCS Championship in each respective sport to exceed the posted championship date.

**I. Official Timer in NCS Soccer Championships**

**PASSED 4-1-0**

Motion to delete 21.505H Soccer Official Timer for NCS games state high school association adoption.

The EBAL proposes the NCS use the NFHS rules (6-2-1) which states "the home team school timer shall be the official timer for NCS Championship soccer matches". If the field does not have a visible timing device, then the center official will keep the official time.

*Motion: Jan Smith-Billing      Second: Becky Smith*

**J. NCS Baseball Championship Format**

**PASSED 5-0-0**

Motion to change the NCS Baseball and softball playoff format to a 16-team bracket. (Current 2010 Divisions will not change for this proposal.)

*Motion: Jan Smith-Billing      Second: William Wong*

**VIII. ALIGNMENT AND CLASSIFICATION**

**A. Article 7, 70. Standing Committee, C.**

**PASSED 5-0-0**

Motion to adopt a revision of the make-up of the Alignment and Classification Committee, as outlined below.

70. STANDING COMMITTEES

- A. Executive Committee
- B. Eligibility Committee
- C. Alignment & Classification Committee

The Alignment and Classification Committee shall consist of the following: ~~two co-chairpersons~~, one Executive Committee member (*Chair*), two member school principals from the north (MCAL, SCL, NBL, CMC and HDNL), two member school principals from the south (BAC, ACCAL, BSAL, HAAL, MVAL, EBAL, DFAL and DVAL), ~~one athletic director from the north, one athletic director from the south~~, two at-large positions and the Section Commissioner. The two at-large positions can be any individual currently involved with school related matters, such as school board members, district office personnel, member school principals, athletic directors, etc. ~~Retired school administrators who served on the Board of Managers during their tenure as a site administrator may also be selected for an at-large position.~~ Member leagues may nominate one representative ~~principal and one athletic director~~ to be considered to serve on the committee. A league cannot be represented by more than one person on the committee. The Executive Committee will select the two at-large positions. All individuals on the Alignment and Classification Committee will be voting members with the exception of the ~~two co-chairpersons and the Section Commissioner. The members of the Alignment and Classification Committee cannot be members of the Board of Managers, with the exception of the Executive Committee member who will not be allowed to vote on any appeals to the Board of Managers.~~

*Motion: William Wong*

*Second: Jan Smith-Billing*

**B. NCS Constitution & General Bylaw 105**

**PASSED 5-0-0**

Motion to adopt NCS Constitution & General Bylaw 105 as revised.

105. ALIGNMENT AND CLASSIFICATION

A. PURPOSE

- 1. The purposes of alignment will be: To promote competitive equity by studying the alignment of the member schools and leagues of the Section and developing recommendations for the Board of Managers. This process will normally commence in even-numbered years for implementation in the fall of the following even-numbered year in a four-year cycle. The committee shall make recommendations for the alignment of schools to the Board of Managers and shall listen and react to appeals.

The committee's jurisdiction shall be to:

- a. Develop recommendations for the alignment of schools into leagues within the North Coast Section;
- b. Review and approve the placement of schools into leagues for a four-year cycle;
- c. Hear and rule on recommendations and/or appeals initiated by member schools regarding their league alignment.

B. ENTITLEMENT

- 1. All member schools, except non-league associate members, which are in compliance with the CIF and NCS Constitutions and Bylaws, are entitled to league alignment into basic and/or supplemental leagues and classification/division for post-season competition.

2. Schools are entitled to appeal league alignment decisions to the NCS Alignment and Classification Committee and the NCS Board of Managers.

*Motion: Jan Smith-Billing      Second: Chris Heller*

**C. Report from Thursday, September 10, 2009 meeting  
INFORMATION**

Richard Graey reported on the actions and discussions of the NCS Alignment & Classification Committee and their efforts to thoroughly review NCS bylaws, clean-up constitutional language and review and recommend revisions to the alignment processes. The committee has recommended several items, including items on the current agenda and will bring other proposals forward as appropriate.

**IX. ELIGIBILITY COMMITTEE**

**A. Report from September 8, 2009 meeting  
INFORMATION**

Commissioner Lemmon reported that the Eligibility Committee is currently discussion bylaw recommendations but had no revisions for the fall Board of Managers meeting. Current issues discussed at the September 8<sup>th</sup> meeting were physical assault of officials bylaw and boarding schools. While the committee had been reviewing physical education classes/athletic teams in the off-season, and progress towards graduation, the committee had decided to not pursue any revisions to existing language in the NCS Constitution on these topics.

**B. Eligibility Workshops  
INFORMATION**

Commissioner Lemmon conducted Eligibility Workshops for several leagues in the fall. Leagues included the MVAL, EBAL, DFAL, BVAL, ACCAL, MCAL, HDNL and DVAL.

**X. VALUES AND EHTICS COMMITTEE  
INFORMATION**

Amy McNamara reported that a letter was sent to NCS member schools concerning the importance of sportsmanship.

**XI. CIF ITEMS**

**A. CIF Governance Task Force  
INFORMATION**

Richard Graey and Becky Smith reported on the actions and discussion by the CIF Governance Task Force.

**B. Master Plan for the addition of state and regional championships  
PASSED 5-0-0**

Motion to send delegates instructed to support the CIF Championship Master Plan.

*Motion: Jan Smith-Billing      Second: William Wong*

**C. CIF Bylaw 32: Allied Organization  
PASSED 5-0-0**

Motion to send delegates instructed to support the proposed revisions to CIF Bylaw 32 – Allied Organizations.

*Motion: Becky Smith      Second: William Wong*

**D. Request for CIF to “pilot” a three-year study to allow the use of the A-11 Offense  
PASSED 5-0-0**

Motion to send delegates instructed to not support either request by Piedmont High School regarding the A-11 Offense.

*Motion: Jan Smith-Billing Second: Chris Heller*

- E. CIF Bylaw 310  
REMOVED FROM THE AGENDA – CIF IS REMOVING FROM THE COUNCIL AGENDA**  
Motion to either send delegates instructed to support, not support or uninstructed.

- F. CIF Bylaw 3101 – 40-Match Rule in Wrestling  
PASSED 5-0-0**  
Motion to send delegates instructed to support the revisions to CIF Bylaw 3101.

*Motion: Jan Smith-Billing Second: Becky Smith*

**XII. OLD BUSINESS**

- A. None**

**XIII. CLOSED SESSION**

- A. Pending Legal Matters**

**XIV. REPORT OF ACTION TAKEN IN CLOSED SESSION**

There are currently no pending legal matters concerning North Coast Section.

**XV. STAFF REPORTS**

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

**INFORMATION  
INFORMATION  
INFORMATION**

**XVI. ADJOURNMENT**

**Passed 5-0-0 to adjourn.**