

2012 NCS BASKETBALL CHAMPIONSHIP BULLETIN

North Coast Section Office,
5 Crow Canyon Court, Suite 209,
San Ramon, CA 94583
P: (925) 263-2110 F (925) 263-2120
www.cifncs.org

TO: DIVISIONS I-VI BASKETBALL COACHES, PRINCIPALS, ATHLETIC DIRECTORS, LEAGUE COMMISSIONERS, NCS PREP EDITOR AND NCS STAFF
FROM: Karen Smith, Associate Commissioner
DATE: October, 2011

*** * * IMPORTANT DATES: DIVISIONS I-VI BASKETBALL * * ***

FRIDAY, JANUARY 6, 2012

Deadline for each **officials' association** to submit electronically Form A, their association's alphabetized list of recommended officials, using the interactive Form A on the NCS website Officials' Home Page. NCS will post the list of recommended officials on the Basketball Home Page so that coaches may complete Form B to submit to the NCS Office.

MONDAY, FEBRUARY 6, 2012

Deadline for the following items to be submitted:

- ROSTER Submission (Team Roster and information submitted via the NCS Website)
- Evaluation of Officials Form, Form B-



FARMERS

PLEASE READ THIS INFORMATION VERY CAREFULLY! YOUR COOPERATION IS GREATLY APPRECIATED.

Interactive computer input at www.cifncs.org, Fax: (925) 263-2120 or mail to NCS Prep, 5 Crow Canyon Court, Suite 209, San Ramon, CA 94583 **according to the following instructions.**

NOTE: Two (2) bonus complimentary tickets for each round of play will be provided to those coaches that comply with the February 6th deadline of returning the following in the proper format:

- 1) On the NCS Basketball Home Page –Click [ROSTER INPUT \(Coaches must submit roster here\)](#)
(Must be entered directly online using the NCS Website according to the instructions.)
- 2) Nomination of Official's form, Part B. Using the NCS website, Basketball Home Page, review the list of recommended officials from the Officials' Association that services your school and complete Form B. Once Form B is completed fax or mail Form B to the NCS Office by the stated deadline of February 6, 2012.

SATURDAY, FEBRUARY 18, 2012—PLEASE READ IMPORTANT INFORMATION

- Submit Application online at www.cifncs.org (see instructions on page 12). *Applications must be submitted by the deadline to be considered for the NCS/Les Schwab Tires Championships.*
- Submit Application to host form (This form must be submitted, if the yearly application to host was not submitted previously. To check if your school has submitted this form please go to <http://cifncs.org/sports/basketball/files/vercover.shtml>) Form can be found at www.cifncs.org/basketball

Final date for League competition other than NCS/Les Schwab Tires or CIF Championships. Deadline for the determination of League Champion.

SUNDAY, FEBRUARY 19, 2012 - At-Large & Seeding Meeting – Coaches do not attend

North Coast Section (old office) 12925 Alcosta Blvd. Suite 8, San Ramon, Ca 94583 – 9:00 a.m. Meeting begins – Each school, automatic and at-large application, must be submitted online, to the NCS Office by 11:00 p.m., Saturday, February 18th. This selection and seeding meeting will be conducted as a closed meeting. Tournament brackets will be posted on the NCS website as they are developed.

NCS/Les Schwab Tires BOYS AND GIRLS BASKETBALL CHAMPIONSHIP INFORMATION

Division Information

The North Coast Section/Les Schwab Tires Championships in Basketball are conducted in Six (6) divisions. The six divisions fall within the ranges approved by the NCS Board of Managers. The division of schools for NCS/Les Schwab Tires Boys' and Girls' Basketball Championships are based on the previous school year's (Fall 2010) 9-12 grade enrollments. Each NCS school shall be classified for post-league season basketball by its enrollment in accordance with the NCS divisions. A listing of the BASKETBALL DIVISIONS 2011-12 (website: www.cifncs.org/sports/basketball)

NUMBER OF TEAMS INVOLVED IN THE TOURNAMENT BRACKETING

The tournament bracketing for each of the six divisions will be a standard single elimination championship bracket. The size of each bracket is noted under Basketball Divisions and below this paragraph. Only winners will advance to next round games up to the championship contest. The brackets for the 2012 NCS/Les Schwab Tires Boys' and Girls' Basketball Championships will be as follows:

Division I – VI: up to 16-teams.

MINIMUM QUALIFYING RECORD

To be accepted as a participant in the NCS/Les Schwab Tires Basketball Championships, a team shall have compiled an overall winning record, or a winning record against teams in their own division, or a winning record in their school's league, with the exception of league champions who gain automatic entry.

- a. A winning record is defined as a team having won more games than it has lost.

- b. A team "in its own division" is defined as **any** team whose grades 9-12 enrollment falls within the school's NCS/CIF Basketball Division (See NCS/CIF Divisions I-VI below).
 - Division I - 2,000 students and above
 - Division II - 1,450 - 1,999 students
 - Division III - 900 - 1,449 students
 - Division IV - 420 - 899 students
 - Division V - 200-419 students
 - Division VI - 199 and fewer
- c. Games against teams outside the United States will not be counted in determining the "winning record" within a division.

DESIGNATED LEAGUE CHAMPION

The team designated as the league winner receives the automatic berth in the section championships. **The league determines prior to the season, in writing, how the league winner is determined. If a league has more than one winner, i.e., round-robin winner and playoff winner, the league will determine which winner gets the automatic berth.** For North Coast Section purposes that designee is the league champion.

AT-LARGE AND SEEDING SELECTION

- a) The criteria for selection of at-large teams for NCS/Les Schwab Tires Championship Series in all appropriate sports shall be a balance between:
 - 1) Record over-all
 - a. League/Place co-champion
 - b. Non-league (pre-season-other)
 - 2) Strength of Schedule
 - a. Record against top 6 opponents.
 - b. Record against teams in the same classification
 - 1. List your most significant victories/defeats
 - c. Record against teams in a higher classification
 - 1. List your most significant victories/defeats
 - d. Head-to-head against teams which have qualified or are being considered.
 - e. Record against common opponents
 - 3) Coach's Rating

AT-LARGE TEAMS

After each league championship school has been placed in its respective division's bracket, any remaining berths in the divisions' (up to 16-team brackets) shall be filled with at-large teams selected from schools that are classified in the respective division.

APPLICATION TO HOST

Schools may submit the yearly "Application to Host" form to the NCS Office or fax the attached "Application to Host" form (go to www.cifncs.org/basketball) to the NCS Office - 925-263-2120. Schools whose school site does not meet the criteria to host may arrange to host at a facility other than their own, in their geographical area at no cost to the North Coast Section. Fax the Application to Host to the NCS Office if your school wishes to host a first, quarterfinal or semifinal round game and can meet all of the criteria to host and/or have arranged for a facility in your geographical area that meets the criteria to host, at no cost to the North Coast Section.

2012 NCS/Les Schwab Tires CHAMPIONSHIP SERIES BASKETBALL

DIVISION I

TUESDAY, FEB. 21 1st Round- 7:00 p.m.	FRIDAY, FEB. 24* Quarterfinal- 7:00 p.m.	WED., Feb. 29 Semifinals 7:00 p.m.	FRI. MARCH 2 or SAT., MARCH 3 Finals TBA
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Single game times will be 7:00 p.m. Doubleheader game times will be 6:30 & 8:00 p.m. Tripleheader game times will be 5:00, 6:30 & 8:00 p.m.
Quarterfinal games involving Newark Memorial H.S. playing at home will be scheduled for **Saturday, February 25th due to the use of the Newark Memorial H.S. for the NCS/Les Schwab Tires Wrestling Championships.*

DIVISION II

TUESDAY, FEB. 21 1st Round- 7:00 p.m.	FRIDAY, FEB. 24* Quarterfinal 7:00 p.m.	WED., Feb. 29 Semifinals 7:00 p.m.	FRI. MARCH 2 or SAT., MARCH 3 Finals TBA
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Single game times will be 7:00 p.m. Doubleheader game times will be 6:30 & 8:00 p.m. Tripleheader game times will be 5:00, 6:30 & 8:00 p.m.

DIVISION III

TUESDAY, FEB. 21 MARCH 7 1st Round- 7:00 p.m.	FRIDAY, FEB. 24* Quarterfinal 7:00 p.m.	WED., Feb. 29 Semifinals 7:00 p.m.	FRI. MARCH 2 or SAT., MARCH 3 Finals TBA
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Single game times will be 7:00 p.m. Doubleheader game times will be 6:30 & 8:00 p.m. Tripleheader game times will be 5:00, 6:30 & 8:00 p.m.

DIVISION IV

WED., FEB. 22 1st Round 7:00 p.m.	SAT., FEB. 25 Quarterfinal 7:00 p.m.	WED., Feb. 29 Semifinals 7:00 p.m.	FRI. MARCH 2 or SAT., MARCH 3 Finals TBA
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Single game times will be 7:00 p.m. Doubleheader game times will be 6:30 & 8:00 p.m. Tripleheader game times will be 5:00, 6:30 & 8:00 p.m.

DIVISION V

WED., FEB. 22 1st Round 7:30 p.m.	SAT., FEB. 25 Quarterfinal 7:30 p.m.	WED., Feb. 29 Semifinals 7:30 p.m.	FRI. MARCH 2 or SAT., MARCH 3 Finals TBA
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Single game times will be 7:00 p.m. Doubleheader game times will be 6:30 & 8:00 p.m. Tripleheader game times will be 5:00, 6:30 & 8:00 p.m.

DIVISION VI

WED., FEB. 22 1st Round 7:00 p.m.	SAT., FEB. 25 Quarterfinal 7:00 p.m.	WED., Feb. 29 Semifinals 7:00 p.m.	FRI. MARCH 2 or SAT., MARCH 3 Finals TBA
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Single game times will be 7:00 p.m. Doubleheader game times will be 6:30 & 8:00 p.m. Tripleheader game times will be 5:00, 6:30 & 8:00 p.m.

**C.I.F. Northern California Division I-V Competition
MONDAY-SATURDAY, MARCH 7, 10, 13 & 17, 2012**

<u>Tournament Director</u> TBA	<u>Date</u> Wednesday, March 7 Saturday, March. 10 Tuesday, March. 13 Saturday, March. 17	<u>Place</u> @ Home or alternate sites (out-bracket games only) @ Home or alternate sites (first round contests) @ Home or alternate sites (semifinal round contests) @ Power Balance Pavilion, Sacramento and Folsom High School
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**State C.I.F. Basketball Championships
FRIDAY & SATURDAY, MARCH 23 & 24, 2012**

<u>Tournament Director</u> TBA	<u>Date</u> Friday and Saturday, March 23, 24	<u>Place</u> Power Balance Pavilion, Sacramento
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CRITERIA FOR DETERMINING THE HOME TEAM OR WHICH GEOGRAPHICAL AREA GAMES ARE ASSIGNED IN FIRST, QUARTERFINAL AND SEMIFINAL ROUNDS (The NCS "Application to Host" form must be faxed to the NCS Office. Schools whose school site does not meet the criteria to host may arrange to host at a facility, other than their own, in their geographical area at no cost to the North Coast Section.)

The following criteria will be used to place game locations. The criteria is based on schools having a valid Application to Host Form or neither school having an Application to Host Form. If only one school submits an Application to Host Form then that school will host regardless of their status as a league champion or their seed.

- 1) Designated league champion will be the home team and the contest will be conducted in its geographical area.
- 2) When two league champions play each other, the higher seeded team will be the home team and the contest will be conducted in its geographical area.

When two seeded teams play each other, the higher seeded team will be the home team and the contest will be conducted in its geographical area.

CRITERIA FOR DETERMINING HOST SITES IN FIRST, QUARTERFINAL AND SEMIFINAL ROUND CONTESTS

1. First, quarterfinal and semifinal round contests will be conducted 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 and 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 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.

2. If a league champion is not involved in the first, quarterfinal or semifinal round 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 neutral 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.
3. 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 that 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.

Criteria for selection of sites for NCS/Les Schwab Tires Championship Series first, quarterfinal and semifinal round contests hosted by competing schools.

1. The court must meet all minimum standards as described in the National Federation rulebook for basketball.
2. Minimum seating capacity of:
 - First and quarterfinal round games:
 - Div. I & II boys-500; III & IV boys-500; Div. V & VI boys-300.
 - Div. I & II girls 250; III & IV girls 250; Div V & VI girls-150.
 - Semifinal round games:
 - Div. I & II boys-750; III & IV boys-700; Div. V & VI boys-500.
 - Div. I & II girls 400; III & IV girls 400; Div V & VI girls-250.

(If seating is on only one side of the gymnasium then the seating must be split down the middle to accommodate both the home and visiting spectators.)
3. Adequate, safe and lighted parking for spectators within a reasonable distance of the facility
4. Adequate rest room facilities for spectators
5. Public address system
6. Easily assessable telephone in case of emergency
7. Capable of securing the facility for the purpose of collecting admission
8. Provide rest room and dressing facilities for the home and visiting teams use before, at half-time and after the game.
9. Provide the required site personnel
10. Pay the site personnel in accordance with the NCS fee schedule
11. Display NCS sponsorship banners unless the school has an exclusive agreement with a competing sponsor.
12. Make the required NCS public address announcements
13. Sites must conform to the American Disabilities Act.
14. 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.
15. Staff will be allowed to adjust "sites" and site criteria for the maximum benefit of the respective tournament and/or due to lack of appropriate facilities in the areas of the competing schools.

GAME ADMINISTRATION

Game Materials and Gate Bags, Programs, etc.

When brackets are posted Sunday, February 19th, a hosting school representative (except CMC or HDNL hosting schools) must pick-up game materials at the NCS Office between the hours of 1:00 p.m. and 5:00 p.m. Game materials include the Gate Bag for the game you are hosting, your school's Team Packet, basketballs for your school and the visiting school and the visiting school's team certificates. NCS encourages hosting schools to work with each other to pick-up materials/souvenirs. Directions to the NCS Office can be found on the Basketball Home Page. CMC schools may pick-up materials at CMC League Commissioner Chuck Davison's home on Tuesday, February 21ST. HDNL schools may pick-up materials at TBD WILL BE POSTED ON THE WEB on Tuesday, February 21ST. See Athletic Director Jack Lakin.

Any team not hosting in the first or quarterfinal round must print their Team Packet using the link on the NCS Basketball Home Page; OR a school may pick-up their Team Packet and souvenirs on Sunday, February 19th at the NCS Office.

Warm-up Prior to the Scheduled Game Time

Teams will be guaranteed 15 minutes between games for pre-game warm-ups when more than one game is conducted at the same site. Teams will not be allowed on the floor more than 90 minutes prior to a single game or 90 minutes prior to the first game of a double header or multiple games site.

Time Interval Between Games

The interval between games will be fifteen minutes or until the scheduled starting time of the next game, whichever is longer.

Warm-up Time During Halftime.

Each team is guaranteed the opportunity for three (3) minutes of unobstructed warm-up time during half-time assuming they are on the court at least three (3) minutes before the start of the 3rd quarter. Spirit routines will be limited to a maximum of three minutes for each competing school. Visitors shall perform first.

Site Director

The site director, who is responsible for game administration, shall be in charge of starting judgment as to when the playing floor is sufficiently clear to begin the fifteen (15) or ninety (90) minute warm-up period.

Home and Visiting Team Designation

In the first, quarterfinal and semifinal round games the home team is the team whose site the game is being played. If a neutral or designated site is used the home team is the team whose geographical area the game is played. In the championship game the highest seeded team is the home team. If neither team is seeded then the team which defeated the higher seed is the home team. Although it is necessary that one team is designated as the home team, it must be kept in mind that each game belongs equally to both competing schools. Schools are requested to bring a set of light and dark jerseys to each game. Teams by mutual consent may switch uniform colors.

Sportsmanship Meeting Prior to the Start of each Contest

Prior to the start of each NCS/Les Schwab Tires Championship Basketball contest, a meeting will be held with the administrators-in-charge, coaches, captains of each team, officials, cheerleader advisors, cheerleader captains and student representatives of the home and visiting schools to discuss briefly what is good sportsmanship and what is appropriate behavior. A script will be provided in the Coaches Packet mailed or delivered to each participating school following the At-large & Seeding meeting. The conduct of this meeting is the responsibility of the home school administrator-in-charge. The site director should assist in the organization of this meeting. This meeting is separate to the meeting between the officials and head coaches and captains of each team prior to the contest.

Team bench

Only coaches, team players, and members of the official team party are allowed to be seated on the team bench.

Coaching Box

The coaching box shall be outlined outside the side of the court on which the scorers' and timers' table and team benches are located. The area shall be bounded by a line 28' from the end line, the sideline, a line 14' from the 28' line, and the team bench. These lines shall be located off the court, be two inches wide, and of a color contrasting with the boundary lines. The coaching box shall be limited to 14 feet.

Game Ball

The official game ball for boys and girls will be provided by the Tournament Committee. An NFHS Spalding ball must be used for the entire game. For the 2011-2012 school year the official game ball for the NCS/Les Schwab Tires Basketball Championships will be as follows:

- Boys Basketball - Spalding Top-Flite 1000 - Legacy
- Girls Basketball - Spalding Top-Flite 1000 (28.5 in) -Leagacy

PENALTY FOR VIOLATION: Any school that provides a game ball other than the NCS Official Ball for the respective sport will be subject to one or more of the following penalties as determined by NCS staff:

- a. The school shall be fined \$150.00 for each infraction.
- b. The head coach, athletic director and principal will be required to write a letter of apology to the NCS Executive Committee for their use of an unofficial game ball in the respective NCS/Les Schwab Tires Championship Series Event.
- c. Head coach will be disqualified from the next NCS/Les Schwab Tires Championship Series Event.
- d. Head coach will be disqualified from all further NCS/Les Schwab Tires Championship Series Events for one calendar year.
- e. Loss of privilege for the school to host NCS/Les Schwab Tires Championship Series Events in the respective sport for two years.

Special Tournament Restrictions

No mechanical noisemakers (horns, bells, victory bells, sirens, chimes, power bats, musical instruments other than those in the band) will be permitted inside the gymnasium. Radios or tape decks, other than those used in half-time routines, will not be permitted in the gymnasium. According to the National Federation Basketball Rules Book the use of artificial noisemakers shall be prohibited.

Locker Rooms

Locker room assignments shall be made prior to game time. Towels will not be provided. Each participating school is responsible for securing the valuables of its team party and shall incur its own liability for any losses.

Rally Bands

In all divisions, schools intending to bring rally bands must notify the respective Site Director prior to the playoffs. Members of the rally band, when accompanied by the Band Director, shall be admitted free on any night its team is participating. In Division V, rally bands shall not exceed 12 members.

Administrator-in-Charge (See Bylaw 604H in the 2011-2012 Sports & General Rulings Handbook)

Each school, which is participating in a NCS team championship series, must have an administrative level representative or designee, in addition to the team coach, in attendance before, during, and after the event each time that the school competes. The school's principal must indicate in writing the name of the person (certificated faculty member or certified coach under Title V for public schools, contracted faculty/approved coaching staff members for private schools) provided the person is not coaching (neither the head coach or an assistant coach) who is the Administrator-in-Charge (responsible for crowd control, student behavior, and injury care) whenever that school's team is participating in the respective NCS event. This letter shall be presented to the Site Director when the person reports to the Site Director as instructed at the orientation meeting.

Note: The Administrator-in-Charge Registration form may be signed by any school administrator (vice principal and assistant principal) and/or the school athletic director.

(Board of Managers 1/23/98)

Coaches Certification

This form is no longer being used. Coaches do not need to submit any paperwork to the site director upon arrival to the game site.

TICKETS

Complimentary Tickets

North Coast Section does not issue complimentary tickets to non-participating schools in the sport of basketball. Two bonus complimentary tickets will be provided to those coaches that comply with the deadlines for returning souvenir program information, media information sheets and ranked list of officials to the North Coast Section and ranked list of officials to their league commissioners.

Passes

Only the North Coast Section Lifetime, Board of Managers, Superintendent, Honor Coach, Management Committee, Media, CIF issued and C.I.F. Lifetime passes will be honored. NO league passes will be recognized.

Team Limit

In all divisions, teams will be limited to fifteen (15) members plus one manager. The Associate Commissioner written approval will be required for those teams whose regular season roster exceeded the 15-player limit.

Participating Team Admission

The following information is pertinent to all games. Participating schools will have a gate list. Participating schools will use the gate list according to the following formula:

Administrative personnel	5 Complimentary
Team Party	15 Participants, 5 Complimentary
Spirit Squad	Cheerleader must be in uniform, 4 Complimentary for advisors

A student or participant's ticket may NOT be used for adult admission. Adult or complimentary tickets may be used for child, student or adult admissions.

Gate Admission

Admission prices for the NCS/Les Schwab Tires Basketball Championships will be as follows:

	Adults	Students	Children/Seniors
<u>1st, 2nd and Semifinal Rounds</u>		w/cards	
Divisions I-VI (purchased at the door)	\$9.00*	\$6.00*	\$6.00*
<u>Championship Round</u>			
Divisions I-VI (purchased at the door)	\$10.00*	\$7.00*	\$7.00*

*Ticket prices may vary for any games played at non-high school facilities.

REIMBURSEMENT POLICY

Transportation Allowance

Participating schools in all divisions will receive a travel allowance of \$2.00 per mile round trip plus a maximum of \$12.00 per hour stand-by-time FOR ONE BUS. If a participating school travels by car it is entitled to .50 cents per mile for a maximum of four cars.

The following policy for payment of stand-by time for bus drivers:

Stand-by time is the time a bus is parked at the site of the NCS athletic contest in which the bus occupants are participating. Stand-by time will only be paid for a person who is currently licensed by the State of California as a Class 2 Bus Driver. Stand-by time will be paid for no more than one hour prior to the scheduled starting time of the team's contest and shall terminate no later than one hour after the conclusion of that team's contest. The rate of reimbursement shall be the actual rate charged by the district or private charter service not to exceed the maximum approved by the NCS Board of Managers. The current maximum rate is \$12.00 per hour. Stand-by time will only be reimbursed in the sports of football and basketball.

The team transportation Reimbursement Voucher is included in each school's tournament packet. It must be completed and RETURNED WITHIN 30 DAYS FOR 100% OF THE APPROVED AMOUNT.

Division I, II, III, IV, V & VI Lodging and Per Diem Allowance

Lodging and per diem - when the direct distance from a competing school to the site of the NCS/Les Schwab Tires Basketball Championship Series event is more than 150 miles one way, the school may be reimbursed for a currently eligible team party regardless of whether or not the team advances to the next round of competition. No approval from the NCS Office is necessary for reimbursement. However, all reimbursement policies must be followed.

The following people will be eligible for lodging and per diem.

A maximum of 15 players who are currently eligible and have been listed on the varsity roster for the entire league season, are eligible for the lodging and per diem reimbursement. Reimbursement for lodging and per diem will be made only after all other tournament expenses including travel mileage has been paid. All receipts for lodging and per diem must accompany the bill when presented to the North Coast Section office. ALL REQUESTS FOR REIMBURSEMENT MUST BE RECEIVED WITHIN 30 DAYS OF THE CHAMPIONSHIPS.

Coach - A coach must meet the requirements of the California Education Code and the California Administrative Code Title 5 and have been under contract to that school to coach the varsity basketball team during the current season in order to be eligible for lodging and per diem reimbursement.

In the case of a non-public school the team coach who has been under contract to coach that school's varsity basketball for the current season and engaged by that school on a yearly contract basis as a regular member of the school teaching staff and certified by the administration of that school as competent for the position of varsity basketball coach, shall be eligible for lodging and per diem reimbursement.

Administrator-in-Charge - The school administrator performing supervisory responsibilities may be eligible for lodging and per diem reimbursement, however, no additional travel allowance will be paid.

Under no circumstances will the NCS reimburse for more than the qualified number of persons in the Basketball team's traveling party. The school's traveling party shall consist of no more than 17 persons (15 persons, 1 coach and 1 administrator).

Limitations

- a) Lodging: members of the traveling party shall be assigned rooms. Students in the traveling party shall be assigned three persons per room, one person per bed.
- b) Per Diem; the school may be reimbursed for each eligible member of the traveling party at a maximum rate of \$15.00 per diem. A maximum of one day of per diem and lodging expenses will be reimbursed for eligible members of the schools' traveling party for each NCS/Les Schwab Tires Championship basketball series game that qualifies in accordance with the above mileage provisions. Each school shall decide whether they want to stay overnight prior to the game or the night of the game. **Schools will only be reimbursed after actual copies of lodging receipts and verification of per diem are received by the NCS Office.**

Schools which do not submit written requests for reimbursement of allowable expense incurred for NCS/Les Schwab Tires Championship Series competition participation **WITHIN 30 DAYS OF THE CONCLUSION OF THE EVENT** will not receive 100% of the approved reimbursement. Reimbursement will be based on the following scale:

1 - 30 days = 100% of the approved request

31 - 45 days = 75% of the approved request

46 - 60 days = 50% of the approved request

past 60 days = 0% of the approved request (*Board of Managers 4/26/96*)

Note: Schools are not reimbursed for cheering section or band transportation expenses.

AWARDS

Team and Individual Awards

A plaque will be presented to the first place Boys' and Girls' teams. Pennants will be awarded to the first and second place Boys' and Girls' teams. Medals will be awarded to the 15 individual players on the first and second place teams.

ENTRY FEES

The NCS Office will bill the respective league/conference commissioner a \$85.00 entry fee for each team from the commissioner's league/conference that participates in NCS/Les Schwab Tires Basketball Championships.

VIDEO-TAPING - (See Bylaw 1009H in the 2009-2010 Sports & General Rulings Handbook)

NORTHERN CALIFORNIA QUALIFICATION

QUALIFYING FOR NOR-CAL AND CIF CHAMPIONSHIPS

The NCS Championship division teams will be the NCS representatives to the respective Northern California, CIF Championship divisions. The top four teams in the NCS/Les Schwab Tires Basketball Championships Divisions 1-5 will receive automatic berths in the appropriate division if such a berth is allowed.

Please review the materials in the Coach's Packet to see what materials are needed by the State CIF for teams advancing to the NorCal Championships. Be sure to submit a black and white team photograph. Digital pictures are gladly accepted in a JPEG format. Photos will be forwarded to the State CIF for use in the appropriate program. All CIF NorCal materials are collected by NCS Office staff. Please forward as soon as possible.

SOUVENIRS

Souvenir programs will be on sale at most contests for \$3.00. Schools wishing to order additional Souvenir programs may contact the NCS Office. Schools may order souvenirs using the NCS website or by submitting an NCS Souvenir Order Form. **NOTE: ONLY PROGRAMS AND SOUVENIRS AUTHORIZED BY NORTH COAST SECTION OFFICE MAYBE SOLD AT NCS/Les Schwab Tires CHAMPIONSHIP SERIES EVENTS.**