

PRESIDENT
KEVIN SWARTWOOD
Principal
Golden Valley High School
2121 E. Childs Avenue
Merced, CA 95341
(209) 385-1800
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COMMISSIONER
MICHAEL S. GARRISON
CIF Sac-Joquin Section
P.O. Box 289
Lodi, CA 95241
(209) 334-5900
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www.cifsjs.org

**CIF SAC-JOQUIN SECTION BOARD OF MANAGERS
REGULAR MEETING
October 6, 2020
(Video Conference Meeting - 10:00 AM)**

The CIF Sac-Joquin Section will be respecting recent orders from the Governor of California related to maintaining public health and safety. Consistent with Executive Order N-29-20, SJS Board of Managers members will attend this regular meeting via video conferencing and/or telephone. Members of the public will have access to the meeting through these same means. Public comment will be taken via email and submitted to CIF-SJS Executive Assistant, Karen Johnson (kjohnson@cifsjs.org) by 8:00 a.m. on October 6, 2020. Please see details below to join the meeting, either online or telephonically – Join Zoom Meeting:

Online: <https://us02web.zoom.us/j/81915929374>

Telephonically: Phone: 1-669-900-9128 / Code: 81915929374#

The CIF Sac-Joquin Section is committed to ensuring that all meetings are accessible regardless of an individual's ability or access method. If you need a reasonable accommodation, please contact Karen Johnson, Executive Assistant at kjohnson@cifsjs.org by 4:00pm on October 2, 2020.

AGENDA

I. OPENING BUSINESS

During this agenda item, the meeting will be called to order, the agenda will be considered and adopted, public comments will be invited, and closed session topics will be identified.

- a. **Call to Order** Swartwood
- b. **Flag Salute** Isadore
- c. **Roll Call** Johnson
Staff will conduct roll call. Board Reps. and/or League Commissioners will be asked to introduce new members.
- d. **Adopt Agenda** Swartwood
The chairperson of the meeting will cite any needed revisions in the agenda and then ask for approval of the agenda.
- e. **Public Communication** Swartwood
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 Sac-Joquin Section will be heard at this time. The Board reserves the right to limit public communication of each individual to three minutes and cumulative totals of twenty minutes per topic.
 - 1. General Public - Shall be submitted via email and read orally by SJS staff during the meeting.
 - 2. Leagues
 - 3. Schools/Other Organizations
- f. **Identify Closed Session Topics, if any. Refer to Section VI.**
Under this item, the President will identify any topics that might be discussed in a closed session, if such session is needed.

II. COMMUNICATIONS

Under this item, the chairperson and/or the Commissioner will review any communications received, which may be timely or appropriate for the Board of Managers.

- a. President Swartwood
- b. Commissioner Garrison

III. CONSENT CALENDAR

Swartwood

Under this item, the following matters are considered for your approval. If requested, any item may be removed and placed on the regular agenda.

a. Sac-Joaquin Section Items

- 1. Approval of July 16, 2020, SJS Board of Managers Special Meeting minutes. {Pgs. 1-3}
- 2. Approval of September 25, 2020 SJS Board of Managers Special Meeting minutes (*Distributed Later*)
- 3. Approval of revision of SJS Financial Policies Manual - SJS Fiscal Year {Pg. 4}
- 4. Approval of request for Associate Membership - John Adams Academy, El Dorado Hills (2021-2022) {Pg. 5}

b. State CIF Items

- 1. Approval of May 29, 2020, State CIF Federated Council Minutes {Pgs. 6-12}

IV. MANAGEMENT SERVICES

A. Informational Reports, Recommendations, Additional Items Presented as First Reading Items.

Committees and/or action teams may report on meeting(s) that took place prior to the SJS Board of Managers Meeting. Recommendations from these meetings may be brought forward as First Reading Items.

1. **Committee Meeting Reports**

- a. Executive Committee Swartwood
- b. President's Advisory Council Swartwood
- c. SJS Economic Viability Committee {Pg. 13} Isadore

2. **Sports Advisory Committee Reports**

- a. Playoff Committee - 9/10/20 DeBoard

3. **Other Reports/Information**

- a. Sanctions Data: 2019-20 & YTD {Pg. 14} Garrison
- b. Transfer and Appeal Data 2019-20 & YTD {Pgs. 15-16}
- c. Financial Policies/Procedures Handbook/Conflict of Interest Form {Pgs. 17-41}

B. OLD BUSINESS (Action "Voting" Items)

These are action items presented for approval by the SJS Board of Managers.

1. Sac-Joaquin Section Items

- a. **SJS Realignment Committee Election (2022-2026)** Garrison
Materials will be distributed after the September 25, 2020, Sac-Joaquin Section Special Board of Managers meeting, if appropriate. {Pg. 42}

2. State CIF Items

None

C. NEW BUSINESS (Non-voting Items)

These are first reading items presented for the purposes of information/discussion. No action is anticipated; however, a member can revise the agenda in order to act on any Section related item. State items will be first reading items at the Federated Council meeting on October 9, 2020.

1. Sac-Joaquin Section Items

a. **Proposed Bylaw 503.8 (Official Ball)**

Swartwood

This proposal places into our bylaws the requirement of using designated balls (“Official Balls”) in those sports in which the Section has executed contracts and outlines sanctions for not using the appropriate ball. {Pgs. 43-44}

b. **Proposed Revision to SJS Constitution Article 5, Section 1**

Swartwood

This proposal would require the Sac-Joaquin Section to conduct a 4th SJS Board of Managers meeting date, to be held in June, for the purpose of budget approval. {Pg. 45}

c. **Proposed Revision to SJS Policy and Procedures Manual - Collections**

Swartwood

This proposal revises the collections procedures under the accounts receivable policy, within the SJS Policy and Procedures Manual. {Pg. 46}

d. **Proposed Revision to SJS Bylaw 3203.7.b - Wrestling**

DeBoard

This proposal adjusts the divisional placement of two leagues (TCAL & Metro) for the SJS individual boys wrestling postseason. {Pg. 47}

e. **Proposed Postseason Playoff Structure - Baseball**

DeBoard

This proposal would change our current baseball postseason playoff structure from a double elimination tournament to single elimination with a “best-of-three” semi-final and single championship game. {Pg. 48}

f. **Proposed Waiver to SJS Bylaw 2007.8 - Football Playoffs**

DeBoard

This is a **one-year-only** proposed waiver for Sac-Joaquin Section football championships, moving from seven (7) divisions of 12-team brackets to nine (9) divisions of 8-team bracket. {Pg. 49}

2. State CIF Items

a. **Bylaw 103 - Weighted Voting (Information Only)**

Garrison

The Associate Executive Director will review the 2020-21 Section weighted voting as per Bylaw 103. **THIS IS INFORMATION ONLY!** {Pgs. 50-51}

b. **CIF/San Diego Section - Beach Volleyball Proposal**

Garrison

A proposal has been forwarded from the CIF/San Diego Section to add the sport of beach volleyball as a CIF sanctioned sport for girls. {Pgs. 52-65}

c. **CIF/Southern Section - Competitive Cheer Sunday Exception Proposal**

Garrison

A proposal has been forwarded from the CIF/Southern Section to allow for an annual exception to the Sunday rule for a traditional competitive cheer national championship event. {Pgs. 66-69}

d. **Revision to Bylaw 1206.d - Allowable Number of Contacts (Softball and Baseball)**

Garrison

A proposal has been forwarded from the Commissioners Committee to set the allowable number of contacts for softball and baseball at twenty-eight (28) with tournaments counting as one (1) contact for each game. {Pgs. 70-71}

V. CLOSED SESSION – California Government Code Section 54957.6

Swartwood

(Any action taken will be reported publicly at the end of closed session as required by law.)

A. **Conference with Legal Counsel-Existing Litigation- California Government Code Section 54956.9(a)**

The Section Commissioner will inform the Board of legal matters and be asking for direction for future action, if appropriate.

B. **Conference with Legal Counsel-Anticipated Litigation- California Government Code Section 54956.9(a)**

Return to open session and report out any action taken in closed session

VI. REPORTS

The President and Commissioner will be asked to report on items, not on the agenda, which they believe would be appropriate for the Board of Managers.

A. Assignor of Officials

1. North Jorgensen/Muller
2. South Chase

B. SJADA

Feuerbach

C. State CIF Executive Committee

Becker

D. President

Swartwood

1. NFHS Summer Meeting, Online Format
2. NFHS Section 7/8 Meeting, Online Format
3. Other

E. Commissioner

Garrison

1. NFHS Section 7/8 Meeting, Online Format
2. NFHS Coach of the Year Program (Nominations Due: 9/28/20)
3. Northwest Designs
4. League Meetings
5. Eligibility Workshops
6. Upcoming Sports Information

VII. ADJOURNMENT

Swartwood

SUPPLEMENTAL DOCUMENTS

1. Sac-Joaquin Section Meetings Schedule 2020-21 {Pg. 72}
2. SJS YTD Budget - 8/31/20 {Pgs. 73-78}
3. Articles of Interest
 - a. CIF Press Release: California High School Sports Participation at All-Time High for Eighth Consecutive Year {Pgs. 79-81}
 - b. The NFHS Voice, Article: While Total 2019-20 Participation is Unavailable, High School Football Shows Promising Results {Pgs. 82-85}
 - c. The NFHS Voice, Article: With Safety Measures in Place, Students Need Sports and Performing Arts for Mental and Emotional Wellness {Pgs. 86-88}
 - d. The NFHS Voice, Article: Never Say Never for Conducting Fall High School Sports, Performing Arts {Pgs. 89-92}

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**BOARD OF MANAGERS EMERGENCY MEETING
 MINUTES – July 16, 2020
 Via Video Conference**

I. OPENING BUSINESS

- a. **Call to Order**
 President Kevin Swartwood called the meeting to order at 10:02 a.m.
- b. **Flag Salute**
 Salute was conducted by Kevin Swartwood.
- c. **Roll Call and Introductions**

Board Representatives

| | | |
|---|--|--|
| Capital Athletic League (2) Dale Milton, Christian Brothers (absent) | Greater Sacramento League (2) Dave Nickerson, Florin (absent) Mike Cody LC voting for Dave Nickerson | Southern Athletic League (2) John Labno, Orestimba |
| Central California Athletic Alliance (2) Stevi Balsamo, Millennium Charter (absent) Davide Voortman, LC voting for Stevi Balsamo | Monticello Empire League (2) Clarence Isadore, Rodriguez | Sacramento Metropolitan Athletic League (2) Brad Gunter, Jr., Valley Christian |
| Central California Athletic League (2) Jason Manning (absent) Angela Freeman, Pitman HS for Jason Manning | Metropolitan Conference (2) Doug Craig, Laguna Creek (absent) Lara Ricks, Monterey Trail HS for Doug Craig | San Joaquin Athletic Association (2) Hillary Harrell, Bear Creek |
| Central California Conference (2) Kurt Kollman, Merced | Mother Lode League (2) Mike Koepp, Calaveras | Sierra Valley Conference (2) Joe Saramago, Liberty Ranch |
| Capital Valley Conference (2) Jason Wilson, Roseville (absent) Matt Hinton, Inderkum HS for Jason Wilson | Mountain Valley League (2) Holly Peterson, ABLE Charter | Tri-City Athletic League (2) Erik Sandstrom, Tokay |
| Central Valley California League (2) Katie Ingalls, Delta | Northern Pacific Athletic Conference (2) Tracy McLaughlin | Trans Valley League (2) Eric Simioni, Escalon |
| Delta League (2) Paula Duncan, Sheldon | Pioneer Valley League (2) Bob Eckhart, Lindhurst (absent) Ron Barney, LC voting for Bob Eckhart | Valley Oak League (2) Mike Moore, Oakdale |
| Foothill Valley League (2) Michael Morris, Rio Linda | Sierra Delta League (2) Darryl Hawthorne, Highlands | Western Athletic Conference (2) Charlie Pikas, Pacheco (absent) Kerry McWilliams, LC for Charlie Pikas |
| Golden Empire League (2) Clete Purinton, Mira Loma | Sierra Foothill League (2) Jennifer Leighton, Granite Bay | |
| ATHLETIC DIRECTOR REPRESENTATIVES Small School: Joe Volek, El Dorado (1) (absent) Medium School: Joe Barcellos, Los Banos (1) Lg. School: Tim Healy, Granite Bay (1) | SCHOOL BOARD REPRESENTATIVE (1) Camille Maben, Rocklin U.S.D. (absent) | SCHOOL SUPT. REPRESENTATIVE (1) George Sziraki, Placer Union H.S.D. (absent) |

NON-VOTING ATTENDEES

| | | |
|--|---|--|
| President: John Becker, RJUHSD | CAL Commissioner: Mark Golston | SDL Commissioner: Mike Haines |
| President Elect: Kevin Swartwood, Golden Valley | CCAA Commissioner: David Voortman | SFL Commissioner: Steve Thornton |
| Past President: Alan Peterson, Merced | CCAL Commissioner: Ed Felt | SAL Commissioner: Frank Ferreira |
| Rep to Federated Council: Lori Ann Donnell, Woodcreek | CCC Commissioner: Vince Clemons (absent) | SJAA Commissioner: Randy Snider |
| SJADA Rep.: Jason Feuerbach, Whitney | CVC Commissioner: Al Hooker | SMAL Commissioner: Brad Gunter |
| South Admin Rep: Erin Aitken, Lodi | DELTA Commissioner: Rick Spears | SVC Commissioner: John Williams |
| At Large Admin Rep: Sara Wetteland, Antelope | FVL Commissioner: Tom Henderson | TCAL Commissioner: Steve Lopez |
| AD Rep: Dave Walls, Pitman | GEL Commissioner: Mike Haines | TVL Commissioner: Bill Interbitzen |
| At-Large AD Rep – Dave Coronado, Monterey Trails (absent) | GSL Commissioner: Mike Cody | VOL Commissioner: Norm Antinetti (absent) |
| State Federated Council: Mary Jo Truesdale, Sheldon | MEL Commissioner: Joan Mumaugh | WAC Commissioner: Kerry McWilliams |
| Commissioner: Michael Garrison | METRO Commissioner: Jim Smreker | North Assignor: Jim Jorgensen (absent) |
| Assistant Commissioner: Will DeBoard | MLL Commissioner: Jerry Rucker | North Assignor: Monty Muller (absent) |
| Finance/HR Manager: Brian Moore | MVL Commissioner: Mike Merritt | South Assignor: Mark Chase |
| Executive Assistant: Karen Johnson | PVL Commissioner: Ron Barney | NCOA North: Bill Swanson |
| | | NCOA South: Jerry Ford |

d. **Adopt Agenda**

The agenda was adopted and presented.

Motion to adopt agenda.

Motion: Mark Golston; Seconded: Tim Healy; PASSED UNANIMOUSLY 54-0.

"Yes" votes: CAL, CVC, CCAA, CCAL, CCC, CVCL, DELTA, FVL, GEL, GSL, METRO, MEL, MLL, MVL, NPAC, PVL, SMAL, SJAA, SDL, SFL, SVC, SAL, TVL, TCAL, VOL, WAC, Medium Schools Rep., and Large Schools A.D. Rep.,.

Absent: Small Schools A.D. Rep., School Board Rep., and Superintendent Rep

e. **Public Communication**

1. General Public
None

2. Leagues
None

3. Schools/Other Organization
None

f. **Identify Closed Session Topics**

None

II. **COMMUNICATIONS**

a. **President**
None

b. **Commissioner**

The CIF State office is going to release on Monday at 9:00am the determination of fall high school sports and championships and the Section office is going to follow with their announcement at 11:00am. The Administrative Workshop will likely not happen in August because of distant learning.

III. **CONSENT CALENDAR**

The Board of Managers approved the following items under consent calendar:

a. **Sac-Joaquin Section Items**

1. Approval of Minutes of May 28, 2020 Board of Managers Meeting. **Motion to approve Consent Calendar.**
Motion: Kurt Kollmann; Seconded: Clarence Isadore; PASSED UNANIMOUSLY 54-0.

"Yes" votes: CAL, CVC, CCAA, CCAL, CCC, CVCL, DELTA, FVL, GEL, GSL, METRO, MEL, MLL, MVL, NPAC, PVL, SMAL, SJAA, SDL, SFL, SVC, SAL, TVL, TCAL, VOL, WAC, Medium Schools Rep., and Large Schools A.D. Rep.,.

Absent: Small Schools A.D. Rep., School Board Rep., and Superintendent Rep

IV. **MANAGEMENT SERVICES**

A. **OLD BUSINESS** (Action "Voting" Items)

1. **Sac-Joaquin Section Items**

a. **Proposed Budget for 2020-21**

This is the third budget proposal. Based on the feedback from the board at the last board meeting, staff went back and made the requested adjustments. This budget contemplates no playoff fees, dues remains status quo (\$.39 per student, \$39 per team), transportation fee remains status quo (\$3.00 per mile), office staffing has been reduced

by 27% (not hiring association commissioner or administrative assistant) and the National Wrestling Coaches Association (NWCA) \$30.00 membership fee will be paid by member schools.)

Motion to approve proposed budget for 2020-21

Motion: Mike Moore; Seconded: Tim Healy; PASSED 54-0

"Yes" votes: CAL, CVC, CCAA, CCAL, CCC, CVCL, DELTA, FVL, GEL, GSL, METRO, MEL, MLL, MVL, NPAC, PVL, SMAL, SJAA, SDL, SFL, SVC, SAL, TVL, TCAL, VOL, WAC, Medium Schools Rep., and Large Schools A.D. Rep.,.

Absent: Small Schools A.D. Rep., School Board Rep., and Superintendent Rep

V. ADJOURNMENT

Motion to adjourn the Board of Managers Meeting at 10:37am.

Motion: Clarence Isadore; Second: Erik Sandstrom

The next Sac-Joaquin Section Board of Managers meeting will be held October 6, 2020..

Respectfully submitted,

Approved,

Kevin Swartwood
President

Michael S. Garrison
Commissioner

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To: SJS Board of Managers

Date: October 6, 2020

Re: Proposed Revision SJS Policy & Procedures Manual - Fiscal Year

Implementation: Immediately

Proposal Originated: SJS Staff

Proposal Discussed/Reviewed
Executive Committee - September 3, 2020
SJS Board of Managers - October 6, 2020

Recommendation
Unanimous Support 10-0
First Reading

Proposal Summary:

Staff is recommending changing the organizations fiscal year from July 1 through June 30 to August 1 through July 31.

Fiscal Impact:

None

Rationale:

Every year the Section receives payments and sometime bills/invoices, through the month of July for the previous school year. Because we currently have our fiscal year ending June 30, this causes unnecessary work in the form of numerous journal adjustments and budgetary adjustments. Changing our fiscal year from July-June to August-July would help clean these issues up.

SJS POLICIES AND PROCEDURE MANUAL

Sac-Joquin Section Additional Guidelines (Page 16)

1. **Fiscal Year**

The fiscal year for the organization is ~~July 1~~ **August 1** through ~~June 30~~ **July 31**



Restoring America's Heritage by Developing Servant Leaders

July 22, 2020

Michael Garrison
C/O Karen Johnson
1368 E. Turner Road,
Suite A, Lodi, CA 95240
(209) 334-5900

Subject : John Adams Academy EDH Application for membership

Dear Mr. Garrison,

John Adams Academy - El Dorado Hills is seeking associate membership for the 2021-2022 school year in the CIFSJS. Our El Dorado Hills campus plans to mirror the programming that is provided at our Roseville campus, once fully built out. Sports included will be, boys/girls soccer, basketball, volleyball, co-ed cross country, tennis and golf. In the 2021-2022 school year, our campus will serve 9th-11th grades, at approximately 90-120 scholars. In the 2022-2023 school year we will be fully built out, serving grades 9th-12th, at approximately 120-170 scholars. Once we have reached full enrollment, we plan to have no more than 250 scholars 9th-12th. John Adams Academy El Dorado Hills does not have a league preference, however we ask that the CIFSJS take travel time into consideration. It is the intent of John Adams Academy - El Dorado Hills to abide by all CIF, SJS, League rules and regulations.

Thank you for your time and consideration, please let me know if you have any further questions.

Troy Henke, Ed.D.
Headmaster of Secondary Education

John Adams Academy
Restoring America's Heritage
by Developing Servant Leaders



RONALD W. NOCETTI, EXECUTIVE DIRECTOR

CALIFORNIA INTERSCHOLASTIC FEDERATION

CIF STATE OFFICE • 4658 DUCKHORN DRIVE • SACRAMENTO, CA 95834 • (916) 239-4477 • CIFSTATE.ORG

**MINUTES OF THE FEDERATED COUNCIL
REGULAR MEETING
May 29, 2020
ONLINE VIA ZOOM**

I. OPENING BUSINESS

A. Call to Order

President James Perry called the meeting to order at 10:03 a.m.

B. Flag Salute

President-Elect Monica Colunga led the flag salute.

C. Roll Call and Introductions

The following members were present: Marty Bitter, Diana Nalbandian-Hatton, Matt Sozinho, Dave Grissom, Natalie Ayres, Martha Brazil, Neil La Sala, Tina Tamura, Neezer McNab, Rianne Pfaltzgraff, Emmett Koerperich, Doug Kaelin, Cris Oseguera, Jeffrey Taylor, John Becker, Kevin Swartwood, Lori Ann Donnell, Tim Glover, Scott Giusti, Nancy Acerrio, Susan Saunders, Catherine Arenson, Carter Paysinger, Nancy Kelly, Paula Hart Rodas, Mike West, John Nazar, Maureen Ferrel, Terry Barnum, Mary Jo Truesdale, Gino Kwok, Jean Ashen, Dave Reid, Dave Brown, Dan Stepenosky, James Perry, Monica Colunga and Amy McNamara.

Also present were: Jim Crichlow, Duane Morgan, Vicky Lagos, Pat Cruickshank, Liz Kyle, Franky Navarro, Mike Garrison, Jerry Schniepp, Don Collins, Rob Wigod, Ron Nocetti, Diane Marshall-Freeman, Brian Seymour, Cici Robinson, Chris Fahey, Bobbi Madsen, Rebecca Brutlag, William Chavarin, Michelle Barajas, Christina Shannon, guest from the Central Section, Jeff Cardoza; guest from the Los Angeles City Section, Dick Dornan; guest from the Oakland Section, Lamont Robinson; guests from the Sac-Joaquin Section, Ryan Tos and Will DeBoard; guest from the San Diego Section, Joe Heinz; guest from the Southern Section, Thom Simmons.

Absent: Jerome Wiggins (North Coast), Kim Wheeler (Northern Section), Andrea Bustamante (Oakland Section), Jumokey Hinton-Hodge (Oakland Section), Alan Peterson (Sac-Joaquin Section), Suniqua Thomas (San Francisco Section), Geniel Moon (CADA), Charlene Metoyer (CSBA)

D. Adopt Agenda

The agenda was adopted as presented.

Motion to adopt agenda.

Motion: Tim Glover; Seconded: Cris Oseguera; PASSED UNANIMOUSLY 140-0

E. Public Comments

1. General Public

No public comments.



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2. Sections

Mike Garrison Sac-Joaquin Section Commissioner wished Ryan Tos, Sac-Joaquin Section Assistant Commissioner the best as he moves on to be the Central Section Commissioner. He also thanked John Becker for his service as the Sac-Joaquin Section President.

3. Allied Organization

- Chris Fore, Cal Coaches representative, announced that the annual June dinner has been postponed. He stated that the list of coaches being recognized this year could be found on the Cal Coaches website.
- John Nazar, ACSA representative, stated that ACSA is working closely with the CIF on what's best for having a safe program in place when schools open.

II. COMMUNICATIONS

a. President

President James Perry stated that he did not have any communications to report.

b. Executive Director

Executive Director Ron Nocetti stated that he did not have any communications to report.

III. CONSENT CALENDAR

The council approved the following item under Consent Calendar:

- A. The minutes of the January 31, 2020 Federated Council Meeting.

Motion to approve the Consent Calendar.

Motion: Dave Grissom; Seconded: Rianne Pfaltzgraff

PASSED UNANIMOUSLY 140-0

IV. REPORTS

A. Federated Council President

President James Perry stated that there has been a great deal of discussion regarding the calendar for next year, return to play protocols, and eligibility status.

B. Executive Director

1. Transfer and Appeal Data YTD

Executive Director Ron Nocetti gave an update on the Transfer and Appeal Data. He reported that the transfer data is consistent with the numbers at this time last year. The appeal numbers are slightly lower than last year. He stated there have been no appeals since the middle of March, due to the current COVID situation.



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2. 2019-2020 Legal Expenses

Executive Director Ron Nocetti reviewed the legal expenses for 2019-2020. Mr. Nocetti communicated that the legal expenses are up from last year. This is fully expected considering the current COVID-19 situation. Executive Director Ron Nocetti thanked General Counsel Diane Marshall-Freeman for her guidance and help during this time.

3. Sub-Committees

Executive Director Ron Nocetti stated that the CIF State office has been working with a Sub-Committee of Section Commissioners on the development of possible waivers. He shared that this committee has also been working on a calendar that outlines various plans to prepare for every possible scenario moving forward.

Executive Director Ron Nocetti reported that he, Associate Executive Director Brian Seymour and the Sports Medicine Advisory Committee have developed a sub-committee comprised of Sport Medicine Physicians, Pediatricians, Athletic Trainers and School Administrators. This committee will work on the development of guidelines on how we properly return to workouts and practices.

V. MANAGEMENT SERVICES

A. Informational Reports, Recommendations and Additional Items Presented as First Reading Items

1. Committee Meeting Reports

- a. Executive Committee: President James Perry stated that the Executive Committee met via Zoom on Wednesday, May 20, 2020. The Federated Council Agenda was reviewed and there was discussion amongst the committee on various issues happening around the state.

B. Informational – Proposed Non-Action Items

President James Perry stated that there are no proposed non-action items.

C. Action Items Presented for Approval by the Council

1. Proposed Budget for 2020-2021

President-Elect Monica Colunga presented the Proposed Budget for 2020-2021. She communicated that the proposed budget was one that the Economic Viability Committee had recommended unanimously to support. She stated that in January they included a 2% COLA for the CIF staff. Since then given the circumstances with COVID-19, it is the recommendation that the 2% COLA shall be held in abeyance pending a review of the CIF State finances by the Executive Director and Financial Manager.

Motion to approve the Proposed Budget for 2020-2021.

Motion: Dave Reid (CSADA); Seconded: Cris Oseguera

PASSED UNANIMOUSLY 140-0



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2. Proposed Bylaw 503.M. – CIF Sportsmanship and Ejection Policy
CIF Associate Executive Director Brian Seymour presented proposed Bylaw 503.M. CIF Sportsmanship and Ejection Policy, being brought forward by the Commissioners Committee. He stated this Bylaw would implement a statewide policy to standardize the penalties for game ejections and set expectations for the behavior of student-athletes, coaches, parents and spectators.

Motion to approve Proposed Bylaw Revisions 503.M.

**Motion: Neil La Sala; Seconded: Cris Oseguera
PASSED 111-29**

3. Multi School Bylaw Revision – 303.B.(6)a. and b.
President James Perry presented Multi School Bylaw Revision 303.B.(6)a. and b. This revision would bring the bylaw into compliance with what has been past practice regarding the acceptance of new and renewal applications for multi-school agreements.

Motion to approve proposed Bylaw Revision 303.B.(6)a. and b.

**Motion: Marty Bitter; Seconded: Dave Grissom
Passed Unanimously 140-0**

4. Foreign Exchange Students Bylaw Revision – 208.B. (CIF Student Study Abroad)
Executive Director Ron Nocetti presented Bylaw Revision 208.B. (CIF Student Study Abroad), being brought forward by the Commissioners Committee. This bylaw revision would allow a one-time study abroad exemption for CIF Students.

Motion to approve proposed Bylaw Revision 208.B. (CIF Student Study Abroad)

**Motion: Gino Kwok (CSBA); Seconded: Marty Bitter
Passed Unanimously 140-0**

5. Bylaw Revision - 209.C.1. (Disciplinary Transfer)
Executive Director Ron Nocetti presented Bylaw Revision 209.C.1. (Disciplinary Transfer), being brought forward by the Commissioners Committee. This revision would amend the language to clarify that a transfer student may not gain athletic eligibility if there is disciplinary action in place or pending at the former school.

Motion to approve proposed Bylaw Revision 209.C.2.1. (Disciplinary Transfer)

**Motion: Cris Oseguera; Seconded: Rianne Pfaltzgraff
Passed Unanimously 140-0**



RONALD W. NOCETTI, EXECUTIVE DIRECTOR

CALIFORNIA INTERSCHOLASTIC FEDERATION

CIF STATE OFFICE • 4658 DUCKHORN DRIVE • SACRAMENTO, CA 95834 • (916) 239-4477 • CIFSTATE.ORG

6. CIF Election – President-Elect

President James Perry introduced the three nominees for President-Elect. They are John Becker (Sac-Joaquin Section), Marty Bitter (Central Section), and Cris Oseguera (Northern Section).

Marty Bitter was elected President-Elect for 2020-2022.

Voting: Marty Bitter 67 votes; John Becker 50 votes; Cris Oseguera 23 votes

| | | Becker | Bitter | Oseguera |
|------------------------|----|--------|--------|----------|
| Central | 12 | | 12 | |
| Central Coast | 14 | 14 | | |
| Los Angeles | 14 | | 14 | |
| North Coast | 15 | 15 | | |
| Northern | 5 | | | 5 |
| Oakland | 3 | | 3 | |
| Sac-Joaquin | 17 | 17 | | |
| San Diego | 13 | | | 13 |
| San Francisco | 2 | 2 | | |
| Southern | 34 | | 34 | |
| ACSA | 1 | 1 | | |
| CAHPERD | 1 | | | 1 |
| CADA (ABSENT) | 1 | | | |
| CAPSO | 1 | | 1 | |
| Cal Coaches | 1 | 1 | | |
| CSBA | 1 | | 1 | |
| CSADA | 1 | | | 1 |
| CA Dept of Education | 1 | | 1 | |
| Superintendent Liaison | 1 | | 1 | |
| President | 1 | | | 1 |
| President-Elect | 1 | | | 1 |
| Past President | 1 | | | 1 |
| Total Votes | | 50 | 67 | 23 |

7. CIF Election – Executive Committee

President James Perry introduced the six individuals presented and accepted as candidates for the Executive Committee 2020-2021. They are Terry Barnum (CAPSO), Andrea Bustamante (Oakland Section), Scott Giusti (San Diego Section), Cris Oseguera (Northern Section), Carter Paysinger (Southern Section) and Rianne Pfaltzgraff (North Coast Section).

Elected to the Executive Committee for 2020-2021: Scott Giusti, Cris Oseguera and Carter Paysinger.



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| | | Barnum | Bustamante | Giusti | Oseguera | Paysinger | Pfaltzgraff |
|--------------------|----|--------|------------|--------|----------|-----------|-------------|
| Central | 12 | 12 | | | 12 | 12 | |
| Central Coast | 14 | | | | 14 | 14 | 14 |
| Los Angeles | 14 | 14 | | 14 | 14 | | |
| North Coast | 15 | | | 15 | | 15 | 15 |
| Northern | 5 | | | | 5 | 5 | 5 |
| Oakland | 3 | | 3 | | 3 | 3 | |
| Sac-Joaquin | 17 | | | | 17 | 17 | 17 |
| San Diego | 13 | | | 13 | 13 | 13 | |
| San Francisco | 2 | | 2 | | 2 | 2 | |
| Southern | 34 | 34 | | 34 | | 34 | |
| ACSA | 1 | | 1 | | 1 | | 1 |
| CAHPERD | 1 | | | 1 | | 1 | 1 |
| CADA | 1 | | | | | | |
| CAPSO | 1 | 1 | 1 | | | 1 | |
| CAL COACHES | 1 | 1 | 1 | | 1 | | |
| CSBA | 1 | | | 1 | 1 | 1 | |
| CSADA | 1 | 1 | | | 1 | 1 | |
| CA DEPT OF ED | 1 | | 1 | | 1 | 1 | |
| SUPER LIAISON | 1 | 1 | | 1 | | 1 | |
| PRESIDENT | 1 | | | | 1 | 1 | 1 |
| PRESIDENT- ELECT | 1 | | | | 1 | 1 | 1 |
| PAST PRESIDENT | 1 | | | | 1 | 1 | 1 |
| Total Votes | | 64 | 9 | 79 | 88 | 124 | 56 |

VI. PRESENTATION OF LIFE PASSES AND PLAQUES

CIF Gold Life Passes were presented to Federal Council Members:

- Matt Sozinho (Central Section)
- Neil La Sala (Los Angeles City Section)
- Cris Oseguera (Northern Section)
- John Nazar (ACSA)
- Dan Stepenosky (Superintendent Liaison Committee)

Plaques were presented to retiring Federated Council Members:

- Susan Saunders (San Francisco Section)
- Dr. Nancy Kelly (Southern Section)

Past President Ring

President James Perry presented Amy McNamara with a CIF ring and thanked her for her years of service.

Gavel Plaque



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President James Perry presented President-Elect Monica Colunga with the Gavel Plaque to begin her position as President of the CIF Federated Council for 2020-2022.

VII. ADJOURNMENT

Motion to adjourn the Federated Council Meeting at 11:36 a.m.

Motion: Jerry Schniepp; Seconded: Dave Reid (CSADA)

Passed Unanimously 140-0

Respectfully submitted by:

Ron Nocetti
Executive Director

Approved by:

James Perry
President

DRAFT

PRESIDENT
KEVIN SWARTWOOD
Principal
Golden Valley High School
2121 E. Childs Avenue
Merced, CA 95341
(209) 385-1800
FAX: (209) 385-8002



COMMISSIONER
MICHAEL S. GARRISON
CIF Sac-Joquin Section
P.O. Box 289
Lodi, CA 95241
(209) 334-5900
FAX: (209) 334-0300
www.cifsjs.org

ECONOMIC VIABILITY COMMITTEE
AGENDA - September 30, 2020
Online Meeting (Zoom)
(11:00 am - 12:00 noon)

Committee Members:

| | | |
|--------------------------------|-------------------------------|-------------------------------|
| Clarence Isadore - Chairperson | Paula Duncan - Delta/MEL | David Nickerson - GSL/Metro |
| Jason Wilson - CVC/SFL | Hillary Harrell - SJAA/TCAL | Bret Theodozio - CCAL/CCC |
| Dale Milton - CAL/FVL | Torrance Paoli - GEL/SDL | Alan Posey - SVC/PVL |
| Paul Willis - MLL/TVL | Cristian Miley - CCAA/MVL/SAL | Matt Vargo - CVCL/NPAC/SMAL |
| TBA - VOL/WAC | Ed Felt - Commissioner | David Voortman – Commissioner |
| George Sziraki - Sup. Rep | | |

Staff Ex Officio Members:

| | |
|----------------------------------|------------------------------------|
| Brian Moore - Finance/HR Manager | Michael S. Garrison - Commissioner |
|----------------------------------|------------------------------------|

- 1. WELCOME & INTRODUCTIONS** **Clarence Isadore**
- 2. APPROVAL OF AGENDA** **Clarence Isadore**
- 3. APPROVAL OF MINUTES** **Clarence Isadore**
 - a. May 27, 2020**
- 4. OVERVIEW/ROLE OF SJS-EVC** **Clarence Isadore**

With the restructuring of the SJS Economic Viability Committee, the committee has eight (8) new members. As such, the Chairperson will discuss with the committee the EVC's development, purpose and role in the monitoring and review of the Sac-Joquin Section's financial stability.
- 5. SAC-JOQUIN FINANCIAL POLICIES** **Brian Moore**

Staff will review with the committee the Sections Financial Policies/Procedural Manual.
- 6. BUDGET REVIEW/APPROVAL** **Clarence Isadore**

The Chairperson will review with the committee the following:
2019-20 EOY Review
2020-21 YTD Review (Quick Reports, Dues, Foundation Games, Accounts Receivable)
Fiscal Year Adjustment
- 7. FINANCIAL GOALS** **Clarence Isadore**

The committee will engage in a discussion as to the financial goals of the Sac-Joquin Section.
- 8. AUDIT** **Brian Moore**

Staff will provide an overview of where the Section is in the current audit process (Year End 6/30/20).
- 9. MARKETING REPORT** **Mike Garrison**

Commissioner will provide an update on current state/section marketing.
- 10. ADJOURNMENT**

SAC-JOAQUIN SECTION SANCTIONS STATISTICS

2020-21

| | | | | | | |
|-------------------------|----------------|--|------------------|--|------------------|--|
| TOTAL VIOLATIONS | SCHOOLS | BYLAW 200 | BYLAW 300 | BYLAW 500 | BYLAW 600 | MISC |
| 0 | 0 | 0 207/206/503 - 205 - 204 - 203 202 | 0 | 0 Dead/Limited/OS - Ineligible Athlete - Classifications/Levels - Sunday - Admin. Supervision Practice Limitation - Failure Playoffs - No Physical - | 0 | 0 FB Age - Official Ball - Scrimmage Date (1603.3) - Non HS Stu. Prt. (503/201) - Foundation Date - Bylaw 105 - Bylaw 700 - |

2019-20 (All Spring Sports Cancelled, March 2020 - COVID 19)

| | | | | | | |
|-------------------------|----------------|--|------------------|---|------------------|---|
| TOTAL VIOLATIONS | SCHOOLS | BYLAW 200 | BYLAW 300 | BYLAW 500 | BYLAW 600 | MISC |
| 82 | 63 | 46 207/206/503 - 36 205 - 9 204 - 1 203 202 | 0 | 21 Dead/Limited/OS - 6 Ineligible Athlete - 2 Classifications/Levels - 5 Sunday - 4 Admin. Supervision Practice Limitation - 1 Failure Playoffs - 2 No Physical - 1 | 4 | 11 FB Age - 1 Official Ball - 3 Scrimmage Date (1603.3) - 2 Non HS Stu. Prt. (503/201) - 2 Foundation Date - 1 Bylaw 105 - 1 Bylaw 700 - 1 |

2018-19

| | | | | | | |
|-------------------------|----------------|---|------------------|--|------------------|--|
| TOTAL VIOLATIONS | SCHOOLS | BYLAW 200 | BYLAW 300 | BYLAW 500 | BYLAW 600 | MISC |
| 98 | 73 | 63 207/206/503 - 42 205 - 16 203 - 1 202 - 1 8 th grade contact-3 | 2 303 - 2 | 21 Dead/Limited - 6 General - 6 Classifications - 4 Failure Playoffs - 2 Sunday - 2 Admin. Supervision - 1 | 8 | 3 Acclimation - 1 General - 1 1206 - 1 Official Ball - 1 |

2017-18

| | | | | | | |
|-------------------------|----------------|--|------------------|---|------------------|-------------------------------------|
| TOTAL VIOLATIONS | SCHOOLS | BYLAW 200 | BYLAW 300 | BYLAW 500 | BYLAW 600 | MISC |
| 104 | 73 | 51 207/206/503 - 40 205 - 8 Other - 3 | 1 | 30 Dead/Limited - 13 Sunday - 4 Failure Playoffs - 5 Classifications - 3 General - 5 | 18 | 4 Acclimation - 3 General - 1 |

2020-2021, 2019-20, 2018-2019 SUMMARY REPORT OF REQUEST FOR WAIVERS OF CIF RULES

203 = Age Requirement
 204 = Charged Semester of Attendance
 205 = 20 Semester Units
 206.C = Valid Change of Residence
 207.B.3. = Did Not Play Sports In Last 12 Months
 207.B.3.a. = Return to Previous School of Eligibility
 207.B.5.a = Limited Eligibility
 207.B.5.b = Sit Out Period

207.
 B.
 5.
 c.
 vii.
 a-h

Court Ordered Transfer
 Children of Divorced Parents
 Individual Student Safety Incident
 Discontinued Program
 Foster or Homeless Children
 Military Service / Married Status
 Board of Education Ruling
 Temporary Financial Hardship Waiver

208 = Foreign Student
 209 = Discipline / Expulsion
 510 = Pre-Enrollment Contact / Undue Influence

2020-21

| MONTH | 203-205 | | 206.C | | 207.B.3 | 207.B.3.a. | 207.B.5.a | | 207.B.5.b | | 207.B.5.c.vii.a-h | | | | | | | | | | Temp Financial | | 208 | | 209 | | 510 | | | | | | | | | | | | | | |
|-------|-----------|---|-------|---|---------|------------|-----------|---|-----------|---|-------------------|---------|--------|-----------|--------|----------|---------|-------|-----|---|----------------|---|-----|---|-----|---|-----|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | A | D | A | D | A | A | A | D | A | D | Court | Divorce | Safety | Disc Prog | Foster | Military | Married | Board | Den | A | D | A | D | D | D | D | D | | | | | | | | | | | | | | |
| 0 | JULY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| 8 | AUGUST | 0 | 0 | 2 | 1 | 1 | 0 | 1 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | | | |
| 0 | SEPTEMBER | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| 0 | OCTOBER | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 0 | NOVEMBER | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 0 | DECEMBER | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 0 | JANUARY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 0 | FEBRUARY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 0 | MARCH | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 0 | APRIL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 0 | MAY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | JUNE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 8 | TOTAL | 0 | 0 | 2 | 1 | 1 | 0 | 1 | 0 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

2019-20

| MONTH | 203-205 | | 206.C | | 207.B.3 | 207.B.3.a. | 207.B.5.a | | 207.B.5.b | | 207.B.5.c.vii.a-l | | | | | | | | | | 208 | | 209 | | 510 | | | | | | | | | | | | | | | | |
|-------|-----------|---|-------|-----|---------|------------|-----------|----|-----------|-----|-------------------|---------|--------|-----------|--------|----------|---------|-------|-----|-----|-----|-----|-----|---|-----|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | A | D | A | D | A | A | A | D | A | D | Court | Divorce | Safety | Disc Prog | Foster | Military | Married | Board | Low | Den | A | D | D | D | D | D | | | | | | | | | | | | | | | |
| 55 | JULY | 0 | 0 | 14 | 0 | 12 | 2 | 2 | 0 | 21 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 695 | AUGUST | 0 | 0 | 204 | 0 | 150 | 33 | 20 | 0 | 192 | 0 | 2 | 9 | 5 | 2 | 9 | 0 | 0 | 0 | 0 | 2 | 64 | 0 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 322 | SEPTEMBER | 0 | 0 | 90 | 0 | 71 | 13 | 15 | 1 | 89 | 1 | 1 | 6 | 1 | 0 | 8 | 0 | 0 | 0 | 0 | 0 | 23 | 0 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 194 | OCTOBER | 0 | 0 | 51 | 2 | 61 | 3 | 6 | 0 | 46 | 3 | 2 | 1 | 2 | 2 | 0 | 0 | 0 | 0 | 0 | 8 | 0 | 2 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 367 | NOVEMBER | 0 | 0 | 124 | 0 | 103 | 17 | 14 | 0 | 79 | 0 | 0 | 2 | 2 | 0 | 6 | 0 | 0 | 0 | 0 | 20 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 218 | DECEMBER | 1 | 0 | 68 | 0 | 65 | 4 | 16 | 0 | 37 | 2 | 2 | 1 | 4 | 0 | 3 | 0 | 0 | 0 | 0 | 4 | 6 | 0 | 1 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 139 | JANUARY | 1 | 0 | 31 | 0 | 47 | 14 | 6 | 0 | 29 | 0 | 0 | 0 | 2 | 1 | 1 | 0 | 0 | 0 | 0 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 224 | FEBRUARY | 0 | 0 | 74 | 0 | 61 | 5 | 8 | 0 | 58 | 0 | 0 | 5 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 12 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 205 | MARCH | 0 | 0 | 70 | 0 | 78 | 0 | 7 | 0 | 38 | 0 | 0 | 2 | 0 | 0 | 3 | 0 | 0 | 0 | 0 | 3 | 0 | 0 | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 5 | APRIL | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 | 0 | 1 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 0 | MAY | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 0 | JUNE | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 2,424 | TOTAL | 2 | 0 | 727 | 2 | 648 | 91 | 94 | 1 | 589 | 6 | 7 | 27 | 16 | 6 | 33 | 0 | 0 | 0 | 0 | 7 | 145 | 0 | 9 | 14 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

2018-19

| MONTH | 203-205 | | 206.C | | 207.B.3 | 207.B.3.a. | 207.B.5.a | | 207.B.5.b | | 207.B.5.c.vii.a-l | | | | | | | | | | 208 | | 209 | | 510 | | | | | | | | | | | | | | | | |
|-------|-----------|---|-------|-----|---------|------------|-----------|----|-----------|-----|-------------------|---------|--------|-----------|--------|----------|---------|-------|-----|-----|-----|---|-----|----|-----|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | A | D | A | D | A | A | A | D | A | D | Court | Divorce | Safety | Disc Prog | Foster | Military | Married | Board | Low | Den | A | D | D | D | D | D | | | | | | | | | | | | | | | |
| 71 | JULY | 0 | 1 | 15 | 2 | 12 | 0 | 2 | 0 | 30 | 1 | 1 | 2 | 1 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 1 | 1 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 635 | AUGUST | 0 | 0 | 176 | 2 | 153 | 20 | 12 | 1 | 198 | 1 | 1 | 4 | 4 | 0 | 4 | 0 | 0 | 1 | 0 | 52 | 0 | 3 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 292 | SEPTEMBER | 1 | 1 | 62 | 5 | 76 | 9 | 16 | 0 | 72 | 0 | 0 | 5 | 3 | 0 | 4 | 0 | 0 | 0 | 1 | 32 | 1 | 1 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 224 | OCTOBER | 0 | 0 | 53 | 0 | 44 | 10 | 11 | 1 | 60 | 12 | 1 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 2 | 10 | 0 | 3 | 14 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 315 | NOVEMBER | 0 | 0 | 102 | 0 | 94 | 15 | 9 | 0 | 66 | 0 | 1 | 3 | 1 | 1 | 1 | 0 | 0 | 1 | 0 | 18 | 0 | 2 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 132 | DECEMBER | 0 | 0 | 37 | 3 | 38 | 0 | 5 | 0 | 30 | 2 | 0 | 4 | 0 | 0 | 4 | 0 | 0 | 0 | 0 | 4 | 0 | 2 | 3 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 148 | JANUARY | 0 | 0 | 48 | 0 | 35 | 1 | 8 | 0 | 44 | 0 | 0 | 2 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 5 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 278 | FEBRUARY | 0 | 0 | 86 | 3 | 88 | 4 | 16 | 0 | 56 | 0 | 0 | 1 | 2 | 0 | 3 | 0 | 0 | 0 | 4 | 16 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 197 | MARCH | 0 | 0 | 44 | 5 | 80 | 0 | 10 | 0 | 40 | 0 | 0 | 3 | 1 | 0 | 0 | 0 | 0 | 0 | 9 | 13 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 41 | APRIL | 0 | 0 | 13 | 0 | 16 | 0 | 2 | 0 | 6 | 0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

**SAC-JOAQUIN SECTION
APPEALS INFO - 2020-21**

SECTION APPEALS (Bylaws 203, 204, 205): 0 (0-Sustained / 0-Overturned)

TBD

STATE APPEALS (Bylaws 202, 206, 207, 510): 0 (0-Sustained / 0-Overturned)

TBD

| | <u>STATE APPEALS</u> | | <u>SECTION APPEALS</u> |
|---------|--|--|---|
| 2020-21 | 0 (0-Sustained / 0-Overturned) | | 0 (0-Sustained / 0-Overturned) |
| 2019-20 | 9 (8-Sustained / 1-Overturned) | | 1 (1-Sustained / 0-Overturned) |
| 2018-19 | 20 (7-Sustained / 13-Overturned / 4 Cancelled) | | 1 (1-Sustained / 0-Overturned) |
| 2017-18 | 9 (4-Sustained / 5-Overturned) | | 3 (2-Sustained / 1-Overturned) |
| 2016-17 | 12 (10-Sustained / 1-Overturned / 1 Canceled) | | 1 (1-Sustained / 0-Overturned) |
| 2015-16 | 16 (13-Sustained / 1-Overturned / 2 Canceled) | | 3 (0-Sustained / 2-Overturned / 1 Canceled) |
| 2014-15 | 6 (3-Sustained / 3-Overturned) | | |



FINANCIAL POLICIES / PROCEDURES MANUAL



**ADOPTED BY THE SAC-JOQUIN SECTION BOARD OF MANAGERS
JANUARY 29, 2020**

FOREWARD

This financial policies and procedures manual is meant to provide direction and guidance to all personnel involved with the Sac-Joaquin Section, CIF and its member schools. Many of the policies in this manual have been adopted by the Sac-Joaquin Section Board of Managers and can be changed only by that body according to the procedures delineated in the Constitution and Bylaws for the CIF Sac-Joaquin Section. In addition, there are procedures recommended by our auditors, the Sac-Joaquin Section office staff, the Sac-Joaquin Section Executive Committee and the State CIF and are meant to carry out the intent and direction of those policies adopted by the Sac-Joaquin Section Board of Managers and maintain good financial practices within the section.

Interpretations of policies and/or procedures may be requested from the Commissioner or Finance Manager. Proposals to change or add to the current policies or procedures should be directed to the SJS Commissioner of Athletics, who would forward recommended proposals to the Executive Committee for action.

This manual will support the internal operations of the CIF Sac-Joaquin Section Office and its member schools.

NOTE: The Financial Policies/Procedures Manual will be distributed annually to the **Sac-Joaquin Section Executive Committee or Sac-Joaquin Section Board of Managers.**

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FINANCIAL PRINCIPLES AND AUDIT POLICY

1. GUIDING PRINCIPLE FOR FINANCIAL OPERATIONS

It is recognized that all funds handled by the CIF Sac-Joaquin Section or any of the CIF entities, are monies designed for the enhancement and administration of athletics for the students of the high schools within the Sac-Joaquin Section.

2. PRINCIPLES GUIDING POLICY DEVELOPMENT AND APPLICATION

The following principles should guide the formulation and administration of financial policies within the Sac-Joaquin Section and their leagues. All financial policies and regulations adopted apply to all CIF Sac-Joaquin Section entities and to all CIF Sac-Joaquin Section personnel (staff and elected representatives) unless a specific distinction has been recognized and authorized in writing. An adequately financed program of competitive athletics is essential for California's youth to receive a well-rounded education.

- a. It is the intent of these policies to develop a bright line definition of what is and is not appropriate. Therefore, these policies are written as unambiguously and published as widely as possible. These principles and policies apply to all CIF Sac-Joaquin Section entities.
- b. Financial information at all levels should be kept on a computer database for easy access, appropriate administration and accountability to local constituencies as well as auditors contracted for review of the finances of the CIF Sac-Joaquin Section.
- c. Staff at all levels should not be in the position of supervising and approving the expenses of elected representatives, and therefore will administratively review and approve for payment those expenses which fall within the framework of pre-approved written guidelines. A detailed report of all expenses approved in this manner shall be prepared monthly and be available for review by any CIF Sac-Joaquin Section elected official. The Executive Committee will review and authorize, where appropriate, all actual and necessary expenses of elected or appointed representatives that do not fall within the framework or written guidelines.
- d. All entities collecting and distributing funds, whether it be leagues or the Section, are required to have two signatures for all expenditures in excess of \$500. Staff/elected officials shall not approve or sign their own pay or reimbursement forms.
- e. Yearly audits or reviews for the CIF Sac-Joaquin Section shall be authorized by the Executive Committee and/or the Board of Managers and conducted by reputable auditing firms with established expertise in dealing with school district and/or other non-profit organization finances. The audits shall be based upon the principles contained in this document and conclude with a presentation by the auditor to a committee comprised of members of the Executive Committee and Economic Viability Committee and will be reported to the Economic Viability Committee and Board of Managers. All relevant documentation shall be distributed to the committee in sufficient time prior to the meeting to allow familiarization of the data in order to have a meaningful discussion with the auditor during the presentation. The audit shall not be edited or have items altered or deleted by any person and must be presented and retained in its original form from the auditor.
- f. All fiscal accounting at all levels shall use generally-accepted accounting principles when handling and disbursing funds.
- g. All funds expended by the CIF Sac-Joaquin Section must be budgeted and authorized. The Section Commissioner must have prior limited authorization for all expenditures. An example would be some limited authorization for general expenses including lunches, recognitions, etc. These expenses would then be reported to the Executive Committee at the next meeting.

- h. No alcohol or tobacco shall be purchased or paid for out of any CIF Sac-Joaquin Section funds. CIF Sac-Joaquin Section funds may not be used for personal loans.
- i. All financial practices and information shall be open to review by CIF Sac-Joaquin Section members or other interested parties. CIF Sac-Joaquin Section financial records are public information.
- j. The allocation of CIF Sac-Joaquin Section funds should be as simple and equitable as possible. An annual budget for each fiscal entity should be prepared with the affected parties sufficiently involved so that they are a part of the process. The process should have as its goal, maximizing the benefits for our children.
- k. The CIF Sac-Joaquin Section should improve the degree to which participation in high school athletics are available to students of all economic and social stations.

3. POLICIES RELATED TO AUDITS

The following are policies related to audits:

- a. A thorough yearly audit shall be required, which shall be authorized by the CIF Sac-Joaquin Section Executive Committee and/or the Board of Managers. The audit shall consist of a complete examination and reassessment of present methodologies, procedures and policies for the administration and control of CIF Sac-Joaquin Section funds and all financial flows associated with or relevant to the CIF Sac-Joaquin Section. It shall be the responsibility of the CIF Sac-Joaquin Section to ensure compliance of leagues within the Section to all State CIF and CIF Sac-Joaquin Section financial policies. The CIF Sac-Joaquin Section will assume responsibility for the creation and implementation of financial policies, practices, and procedures for each league within the Section. As long as the Section has financial policies in place, which provide for league financial policies, practices, and procedures, and as long as the Section is satisfied that the league financial policies, practices, and procedures are consistent with State and Section policy, the Section may waive the requirement for a complete, thorough league audit. However, the Section may require an audit of league financial records at any time.
- b. The CIF Sac-Joaquin Section shall seek proposals from auditing firms on a cycle of three to five years. Procedure for auditing and the names of auditing firms used by the CIF Sac-Joaquin Section shall be forwarded to the State CIF on a yearly basis. Yearly audits shall be forwarded to the State CIF Executive Director upon completion. An audit requiring corrective action shall include an addendum of the proposed corrective actions in the yearly audit report to the State CIF office.
(Approved February 1996 Federated Council)

INVESTMENT POLICY FOR THE CIF SAC-JOQUIN SECTION

1. GENERAL RESERVE

The CIF Sac-Joaquin Section shall create a general unallocated reserve comprised of cash and investments to be set aside for unanticipated needs, health benefit needs, major purchases meant to enhance the organization's assets, and provide annually specified income to support the operating budget.

Decisions to use any part of the general unallocated reserve shall be the responsibility of the CIF Sac-Joaquin Section Executive Committee in accord with this policy and the authority granted in Article 4, Section 1 (4a) of the CIF Sac-Joaquin Section Constitution. Any decisions made by the Executive Committee will be reported at the subsequent Section Board of Managers meeting.

2. GENERAL RESERVE GOAL

The Sac-Joaquin Section Executive Committee and Board of Managers has established that the amount in reserve (cash) should be no less than 30 percent of the annual operating expenses for the organization.

3. INVESTMENTS

a. Policy Goal

It shall be the policy of the CIF Sac-Joaquin Section that investments are made to preserve the capital and maximize rate of return.

(1) Objectives

- (a) Preservation of capital.
- (b) Maximum rate of return.
- (c) Investments made consistent with prudent principles regarding those investments.
- (d) Provision of resources to allow CIF Sac-Joaquin Section to meet any major, unanticipated expense.
- (e) Investments and policy, which will produce annual income to aid the CIF Sac-Joaquin Section's annual budget needs.
- (f) Balance in investments should be maintained to produce:
 - (i) Income - current, annual income to help meet budget needs
 - (ii) Growth - provide for growth of principal
 - (iii) Safety - provide for sufficient limitations upon risks and protect the principal through diversification of assets and the setting of specific standards.

(2) Compliance with State and Federal Laws

Investments will be made in compliance with State and Federal Laws and regulations.

(3) Permitted Investments

- (a) Common and Preferred Stocks
- (b) US Government Obligations
- (c) Corporate bonds
- (d) Bond funds
- (e) Mutual funds (Equity and Bond)
- (f) Money market funds
- (g) Purchase of real property
- (h) International investments (Equity and Bond)

(4) Prohibited Investments

- (a) Securities on margin
- (b) Commodity futures
- (c) Derivative securities

- (d) Selling “short”
- (e) Leveraged buyouts
- (f) Venture capital
- (g) Private placement
- (h) Limited partnerships

(5) Return Focus

The CIF Sac-Joaquin Section is interested in preservation of principal, current income, along with long-term growth in an attempt to keep pace with inflation. Accordingly, a moderate to conservative risk profile should be kept in mind.

An example of a moderate to conservative portfolio could be as follows:

| | |
|-----------------|--------|
| Equity | |
| U.S. Stocks | 14-30% |
| Non-U.S. Stocks | 5-15% |
| Bonds | |
| U.S. Bonds | 45-55% |
| Non-U.S. Bonds | 5-15% |
| Cash | 5-15% |

NOTE: If necessary, the investment portfolio shall be rebalanced once a year in order to maintain a moderate to conservative portfolio.

(6) Allocation Goal

A moderate to conservative portfolio will have more emphasis on bonds and cash and less on equities. This blend will most likely exceed long-term inflations by a small margin and has a moderate degree of risk. Assets should be managed in such a fashion that future changes to the allocation can be made without commissions or penalties.

4. REPORTING

The CIF Sac-Joaquin Section Executive Committee, Economic Viability Committee and/or Board of Managers shall receive a report on current holdings and investments at each regularly scheduled meeting. It shall be the responsibility of the Section Commissioner to present this report or to designate responsibility for this report to an appropriate staff member. The Executive Committee and Economic Viability Committee will review the report and advise the Board of Managers on actions when deemed appropriate. Such reports should include a complete listing of holdings, investments and cash (cash equivalents) and should show profit or loss along with comparisons to appropriate benchmarks.

5. APPROVAL, DIRECTION OF INVESTMENTS

Recommendations for purchase and/or sale of investments shall be made in accordance with the following process:

a. Investment Advisor

The CIF Sac-Joaquin Section will use the services of an investment advisor. Such advisor shall report regularly to the Section Commissioner, and when requested, report to the Executive Committee and/or Board of Managers. The Investment Advisor may advise the Section Commissioner with respect to recommended changes to the CIF Sac-Joaquin Section Investment Portfolio.

(Note: The current advisor for the CIF Sac-Joaquin Section is Virginia Reyes, Senior Vice President-Investment Officer, with Wells Fargo Advisors)

b. **Finance/Investment Committee**

The CIF Sac-Joaquin Section Finance/Investment Committee shall be comprised of the CIF Sac Joaquin Section officers (President, President-Elect and Past President). The Section Commissioner shall recommend—portfolio changes, as needed, to the Finance/Investment Committee. The Finance/Investment Committee shall make its recommendations to the CIF Sac-Joaquin Section Executive Committee.

c. **Executive Committee**

The CIF Sac-Joaquin Section Executive Committee shall make final decisions with respect to purchases, transfers and/or liquidation of portfolio assets to the Section Board of Managers for final approval. All investment decisions must be consistent with the goals and objectives of the CIF Sac-Joaquin Section Investment Policy and shared with the Economic Viability Committee and Board of Managers at its next regular meeting.

POLICY FOR DISTRIBUTION OF SAC-JOAQUIN SECTION SCHOLARSHIP FUNDS

1. All Sac-Joaquin Section Scholarship funds will be held by the SJS for a maximum period of four (4) years and six (6) months from August 1st of the calendar year of the scholarship award.
2. Any unclaimed funds will be transferred to the Sac-Joaquin Section scholarship funds and used to fund future scholarships.

CONFLICT OF INTEREST POLICY

This Conflict of Interest Policy of the CIF Sac-Joaquin Section: (1) defines conflict interest; (2) identifies classes of individuals within the Organization covered by this policy; (3) facilitates disclosure of information that may help identify conflicts of interest; and (4) specifies procedures to be followed in managing conflicts of interest.

1. Definition of conflicts of interest

A conflict of interest arises when a person in a position of authority over the Organization may benefit financially from a decision he or she could make in the capacity, including indirect benefits such as to family members of businesses with which the person is closely associated. This policy is focused upon material financial interest of, or benefit to, such person.

2. Individuals covered

Persons covered by this policy are the Organization's officers, directors, chief employed executive, chief employed finance executive and SJS employees.

3. Facilitation of disclosure

Persons covered by this policy will annually disclose or update the President of the Section/Board of Managers on a form provided by the Organization their interests that could give rise to conflicts of interest, such as a list of family members, substantial business or investment holdings, and other transactions or affiliations with businesses and other organizations or those of family members.

4. Procedures to manage conflicts

For each interest disclosed to the President of the Section/Board of Managers, the President will determine whether to: (a) take no action; (b) assure full disclosure to the Board of Managers and other individuals covered by this policy; (c) ask the person to recuse from participation in related discussions or decisions within the Organization; or (d) ask the person to resign from his or her position in the Organization or, if the person refuses to resign, become subject to possible removal in accordance with the Organization's removal procedures. The Organization's chief employed executive and chief employed finance executive will monitor proposed or ongoing transactions for conflicts of interest and disclose them to the President of the Section/Board of Managers in order to deal with potential or actual conflicts, whether discovered before or after the transaction has occurred.

SAC-JOQUIN SECTION WHISTLEBLOWER POLICY

General

The Sac-Joaquin Section (SJS), CIF requires employees to observe high standards of ethical behavior in the conduct of their duties and responsibilities. As representatives of the SJS, all such persons must practice honesty and integrity in fulfilling their responsibilities, and they must comply with all applicable laws and regulations.

Reporting Responsibility

It is the responsibility of all SJS employees to perform ethically and to comply with cooperate policies relating to financial integrity, and to report material violations or suspected violations in accordance with this Whistleblower Policy.

No Retaliation

No employee, who in good faith, reports a violation shall suffer harassment, retaliation or adverse employment consequence. An employee who retaliates against someone who has reported a violation, in good faith, is subject to discipline up to and including termination of employment. This Whistleblower Policy is intended to encourage and enable employees to raise serious concerns as expeditiously as possible within the SJS, rather than remaining silent or seeking resolution outside the SJS.

Compliance Officers

The Commissioner is responsible for investigating and resolving all reported allegations concerning financial impropriety, and shall promptly advise the Executive Committee of such allegations and of their findings. In addition, the Commissioner is required to report to the Board of Managers at least annually on compliance activity.

Accounting and Auditing Matters

The Commissioner, when performing his/her audit oversight function, is charged with addressing all reported allegations of impropriety regarding cooperate accounting practices, internal controls or auditing to the Executive Committee. The Executive Committee shall work with the Commissioner until the matter is resolved.

Acting in Good Faith

Anyone making an allegation concerning a violation or suspected impropriety must be acting in good faith and have reasonable grounds for believing the information disclosed indicates an impropriety. Any allegations which prove to have been made maliciously or knowingly false will be viewed as serious disciplinary offenses.

Confidentiality

Allegations of impropriety may be submitted on a confidential basis by the complainant or may be submitted anonymously. Such allegations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation. Any anonymous allegation must provide sufficient supporting data to permit meaningful follow up. Anonymous allegations that are vague, ambiguous or unsupported will be disregarded.

Handling of Reported Violations

The Commissioner in conjunction with the Executive Committee will acknowledge receipt of non-anonymous allegations within two business days. All reports will be promptly investigated, and appropriate corrective action will be taken if warranted by the investigation.

SAC-JOQUIN SECTION DOCUMENT RETENTION AND DESTRUCTION POLICY

This Document Retention and Destruction Policy of the CIF Sac-Joaquin Section identifies the record retention responsibilities of staff, volunteers, members of the Board of Managers, and outsiders for maintaining and documenting the storage and destruction of Sac-Joaquin Section documents and records.

1. Rules

Sac-Joaquin Section's staff, volunteers, members of the Board of Managers and outsiders (i.e. independent contractors via agreements with them) are required to honor these rules:

- a. Paper or electronic documents indicated under the terms of retention below will be transferred and maintained by the Human Resources, Legal and Administrative staffs/departments or their equivalents;
- b. All other paper documents will be destroyed after three years;
- c. All other electronic documents will be deleted from all individual computers, data bases, networks, and back-up storage after one year;
- d. No paper or electronic documents will be destroyed or deleted if pertinent to any ongoing or anticipated government investigation or proceeding or private litigation.

2. Terms for Retention

a. Retain Permanently

⇒ Governance Records

Charter and amendments, bylaws, other organizational documents, governing board and board committee minutes.

⇒ Tax Records

Filed state and federal tax returns/reports and supporting records, tax exemption determination letter and related correspondence, files related to tax audits.

⇒ Intellectual Property Records

Copyright and trademark registrations and samples of protected works.

⇒ Financial Records

Audited financial statements, attorney contingent liability letters.

b. Retain for Ten (10) Years

⇒ Pension and Benefit Records

Pension (ERISA) plan participant/beneficiary records, actuarial report, related correspondence with government agencies, and supporting records.

⇒ Government Relations Records

State and federal lobbying and political contribution reports and supporting records.

c. Retain for Seven (7) Years

⇒ Employee/Employment Records

Employees names, addresses, social security numbers, dates of birth, INS Form I-9, resume/application materials, job descriptions, dates of hire and termination/separation, evaluations, compensation information, promotions, transfers, discipline matters, time/payroll records, leave/comp time/FMLA, engagement and discharge correspondence, documentation of basis for independent contractor status (retain for all current employees and independent contractors and for three {3} years after departure of each individual).

⇒ Lease, Insurance, and Contract/License Records

Software license agreements, vendor, hotel, and service agreements, independent contractor agreements, employment agreements, consultant agreements, and all other agreements (retain during the term of the agreement and for three {3} years after termination, expiration, non-renewal of each agreement).

d. Retain for Four (4) Years

⇒ *Student Eligibility Records/Documents*

All student eligibility records/documents, 206, 207, 209, 213, and 510 waiver applications, CIF Hearing Appeals documents and any documents related eligibility.

e. Retain for One (1) Year

⇒ *All Other Electronic Records/Documents/Files*

Correspondence files, past budgets, bank statements, publications, employee manuals/policies and procedures, and survey information.

3. **Exceptions**

Exceptions to these rules and terms for retention may be granted only by the Commissioner or Section President.

JOINT VENTURE POLICY

This Joint Venture Policy of the California Interscholastic Federation requires that the Organization evaluate its participation in joint venture arrangements under federal tax law and take steps to safeguard the Organization's exempt status with respect to such arrangements. It applies to any joint ownership or contractual arrangement through which there is an agreement to jointly undertake a specific business enterprise, investment, or exempt-purpose activity as further defined in this policy.

1. Joint Ventures or Similar Arrangements with Taxable Entities

For purposes of this policy, a joint venture or similar arrangement (or a "venture or arrangement") means any joint ownership or contractual arrangement through which there is an agreement to jointly undertake a specific business enterprise, investment, or exempt-purpose activity without regard to:

- a. Whether the Organization controls the venture or arrangement;
- b. The legal structure of the venture or arrangement;
- c. Whether the venture or arrangement is taxed as a partnership or as an association or corporation for federal income tax purposes.

A venture or arrangement is disregarded if it meets both the following conditions:

- a. 95% or more of the venture's or arrangement's income is for its tax year ending within the Organization's tax year is excluded from unrelated business income taxation including but not limited to:
 - i. Dividends, interest, and annuities;
 - ii. Royalties;
 - iii. Rent from real property and incidental related personal property except to the extent of debt-financing; and
 - iv. Gain or losses from sale of property.
- b. The primary purpose of the Organization's contribution to, or investment or participation in, the venture or arrangement is the production of income or appreciation of property.

2. Safeguards to Ensure Exempt Status Protection

- a. Negotiate in its transactions and arrangements with other members of the venture or arrangement such terms and safeguards adequate to ensure that the Organization's exempt status is protected.
- b. Take steps to safeguard the Organization's exempt status with respect to the venture or arrangement. Some examples of safeguards include:
 - i. Control over the venture or arrangement sufficient to ensure that it furthers the exempt purpose of the organization;
 - ii. Requirements that the venture or arrangement gives priority to exempt purposes over maximizing profits for the other participants;
 - iii. That the venture or arrangement not engage in activities that would jeopardize the Organization's exemption;
 - iv. That all contracts entered into with the organization be on terms that are arm's length or more favorable to the Organization.

POLICY FOR DETERMINING COMPENSATION

This policy regarding the process for determining compensation of the CIF Sac-Joaquin Section employees applies to the following persons employed by the Section:

1. Commissioner
2. Assistant Commissioner
3. Finance/Human Resources Manager
4. Executive Assistant
5. Administrative Assistant I
6. Administrative Assistant

The process includes the following parameters:

1. Salary

Salary Schedule - The following Section employees are represented on the Sac-Joaquin Section Salary Schedule: Assistant Commissioner, Finance/Human Resources Manager, Executive Assistant, Administrative Assistant I, and Administrative Assistant.

Commissioner- The Section Commissioner's salary shall be negotiated with the Executive Committee on a year to year basis or no more than a three (3) year schedule/agreement.

The Section's salary schedule and benefits package are reviewed annually and any adjustments for the upcoming year will be reflective in the proposed budget that goes before the SJS Economic Viability Committee and Board of Managers, during the winter and spring meetings, as appropriate.

2. Salary Adjustments (COLA)

The Section will survey the State CIF Office, and the four (4) other most similar Sections (North Coast, San Diego, Southern, Central Coast) each year to determine employee compensation. Based on this, and the Section's current financial status, the Commissioner will make a recommendation to the Executive Committee for employee adjustments. No later than December in the year in which the Section Commissioner's salary compensation agreement is to expire, the Section President will gather information from the above Sections and any others he/she deems appropriate in preparation for negotiating the Section Commissioner's new compensation agreement.

3. Review and Approval

The Executive Committee will review and approve all salary and benefits package adjustments, which will be reflective in the upcoming years proposed budget.

4. Pension Spiking Policy

The CIF Sac-Joaquin Section has established a Pension Spiking Policy to prevent pension abuses that can create a detrimental financial obligation to the Section. Under this policy, Sac-Joaquin Section employee pensions shall meet the following parameters:

- a. An employee's pay or compensation may not be adjusted primarily for the purpose of enhancing an employee's retirement benefit;
- b. An employee's pay or compensation prohibits the recognition of certain types of compensation for retirement calculation purposes, including final settlement pay, and cash conversions of accrued employee benefits in amounts that exceed the amount that is both earned and payable to the employee during the employee's final compensation period.
- c. All employee salaries must be publicly available in order to be recognized for retirement purposes.
- d. No retired employee eligible for Section retirement benefits may return to work or otherwise perform services for the Section for 180 days following his or her date of retirement, either as an employee, an employee of a third party, or an independent contractor.
- e. Require end-of-career increases to be limited to the increase provided to similarly situated members in the closest related group of employees within the Section during the applicable final compensation period and the preceding two years.
- f. Requires the Sac-Joaquin Section Executive Committee to audit on a yearly basis the salaries of all SJS employees.

SAC-JOQUIN SECTION REIMBURSEMENT GUIDELINES

BOARD OF MANAGERS, EXECUTIVE COMMITTEE, REALIGNMENT COMMITTEE, AD-HOC COMMITTEES, SPORTS ADVISORY COMMITTEES AND STAFF.

1. **Receipts**

All expenses (except gratuities) must include receipts when submitted for reimbursement.

2. **Lodging**

Lodging expenses shall not be more than the rate established by the hotel property where the conference or meeting(s) are being held. They shall include lodging and tax only. Tips representing no more than 18% of a reimbursable meal (no alcohol) shall be approved.

3. **Travel**

Actual and necessary travel expenses shall be limited to one round-trip coach-class airline ticket or a round-trip 21-day advance ticket. Use of a personal automobile shall be reimbursed at the standard IRS mileage rate. Automobile transportation may not be reimbursed for more than the cost of a round-trip coach-class or 21-day advance airline ticket. Parking expenses and bridge fares shall be reimbursable. Van, coach and/or bus service to and from the airport or other place of SJS business shall be reimbursed. Travel shall not be reimbursed for family members or other guests. Rental cars must be approved by the Commissioner.

4. **Meals**

Meal expense guidelines at CIF meetings and conferences shall be made applicable to all CIF Sa-Joaquin Section staff and elected representatives and shall be limited to \$60 per day. Expenses for meals will be reimbursed when SJS business (other than time spent in the office) requires the employee or representative to be away from home. A maximum daily allowance, not to exceed \$60.00 (not including tax), will be allowed for each full day an SJS employee or representative is required to be away from his/her residence. A person is entitled to reimbursement for individual meals when SJS business requires that they be away from home during the normal time that breakfast, lunch or dinner would be served:

| | |
|-----------|-----------------|
| Breakfast | \$10.00-\$15.00 |
| Lunch | \$15.00-\$20.00 |
| Dinner | \$25.00-\$35.00 |

The Section President-Elect shall approve all per diems for all meetings/conferences for the Commissioner and the Commissioner shall do so for all staff and other representatives. When receipts are lost, the claimant shall provide **a written description of the meal, the name of the restaurant and person(s) in attendance.**

5. **Gratuities**

A maximum gratuity of 15%-18% of the cost of a meal (not to exceed the maximum allowed per meal) shall be reimbursed; this amount may be increased to 20% when a meeting is conducted and the table or the room(s) are used for an excessive length of time. A maximum gratuity of \$5.00 for baggage handlers \$2.00 for shuttle bus operators or taxi drivers (Uber/Lyft) shall be reimbursable.

6. **Prohibited Reimbursements**

Entertainment expenses shall be the responsibility of each individual and will **not** be reimbursed by the CIF Sac-Joaquin Section. Entertainment and personal expenses include games such as golf, tennis, etc., services such as massages, physical training or workout, etc., haircuts or other grooming services, snacks, in-room bar, meal expense in excess of those listed above, etc. and charges for in-room movies.

7. **Spouses/Guests**

Spouses/guests registration fees for regional and national conferences will be paid by the Section. The CIF Sac-Joaquin Section will pay for spouse/guest meals only if their attendance and participation is directly related to and part of a specific activity or function of the meeting and must be pre-approved prior to such event by the CIF Sac-Joaquin Section.

8. **SJS Credit Card Usage**

If SJS credit cards are used for the purpose of travel, food expense and/or other expenses, the receipts shall:

- a. Include specific notes on the receipt that list the purpose and those included.
- b. Recordkeeping procedures that provide easy access and auditor approval of the procedure.
- c. For uses other than travel and meal expenses, the purchases must be covered by local regulations and must have prior approval by the Section Commissioner.
- d. Use of an SJS credit card for personal expenses is prohibited.

A procedure may be developed to provide approval for advances for upcoming conferences and/or workshops and will be provided only for the amount of anticipated actual and necessary expense that must be presented by the staff member/elected official on a form approved by the section. Individuals may not approve their own requests, and under no circumstances will any personal expenses be paid for by the SJS and reimbursed at a later date.

9. **Expense Review**

All expenses generated by SJS staff and elected representatives shall be subject to review by impartial and objective persons as well as any elected representative.

a. **Superior's Review and Approval of Expenses of Subordinates**

The Section Commissioner should review and approve expenses of all subordinate employees, consultants, and advisers. In Addition, the Section Commissioner may approve, within the framework of the written guidelines, the expenses of elected representatives.

- (1) The Section President-Elect shall approve the Section Commissioner's expenses on a monthly basis.
- (2) Any expense incurred by an elected or appointed representative that is not within the framework of a written guideline may only be approved by either the Section Commissioner or Executive Committee.
- (3) The Section Commissioner has the authority to approve:
 - i. Mileage requests for elected officials to CIF Sac-Joaquin Section meetings.
 - ii. Expenses incurred by elected officers for CIF State meetings that are not reimbursed by the State CIF office.

SAC-JOQUIN SECTION ADDITIONAL GUIDELINES

1. **Fiscal Year**

The fiscal year for the organization is July 1 through June 30.

2. **Financial Reports**

Financial reports of the Sac-Joaquin Section will be prepared and delivered to the Executive Committee, Economic Viability Committee, and Board of Managers at least three times a year.

3. **Management of Playoff and Championship Events**

The following are practices mandated for directors of playoff and championship events:

- a. All funds received must be deposited in SJS bank accounts.
- b. Each hosting playoff/championship site must return funds, tickets and all management paperwork to the SJS office within seven (7) business days after the conclusion of the event.
- c. Any SJS member school hosting an SJS playoff / championship event that does not return funds, tickets and management paperwork within fifteen (15) business days will be sent a notification from the Section office reminding them of their fiscal responsibility of returning all game materials.
- d. Any SJS member school hosting an SJS playoff / championship event that does not return funds, tickets and management paperwork within twenty-five (25) business days will be assessed a late fee of \$50.00 (a separate late fee invoice will be sent to the school).
- e. Any SJS member school hosting an SJS playoff / championship event that does not return funds, tickets and management paperwork within thirty (30) business days will be assessed an additional late fee of \$50.00 and will be billed an additional \$50.00 for each and every week beyond thirty (30) business days, until funds, tickets and management paperwork is returned (a separate late fee invoice will be sent to the school for each late fee).

4. **Inventory/Fixed Assets**

The Financial / HR Manager shall be responsible for the maintenance of a complete inventory of all property of the Sac-Joaquin Section including, but not limited to, equipment and furniture. Such inventory will be reviewed by the Section Commissioner and Financial / HR Manager annually, and such review will result in recommendations for disposal of those items listed as obsolete and/or recommendations for equipment or furniture replacement / augmentation. All obsolete items with a value greater than \$500.00 will be brought to the Executive Committee for approval prior to disposal. Additionally, the purpose of the review will be to verify the accuracy of the inventory.

This policy also establishes the minimum cost (capitalization amount) that shall be used in determining capital assets that are to be recorded in the CIF Sac-Joaquin financial statements. A "Capital Asset" is defined as a unit of property that: (1) has an economic useful life that extends beyond 12 months; and (2) was acquired or produced for a cost of \$500.00 or more. Capital assets must be capitalized and depreciated for financial statement purposes. The Section establishes \$500.00 as the threshold amount for minimum capitalization. Any items costing below this amount should be expensed in the Section's financial statements. All capital assets are recorded at historical cost as of the date of acquired.

Tangible assets costing below the aforementioned threshold amount are recorded as an expense for the Section's annual financial statements. Alternatively, assets with an economic useful life of 12 months or less are required to be expensed for financial statement purposes, regardless of the acquisition or production cost. An invoice substantiating an acquisition cost of each unit of property shall be retained for a minimum of four (4) years.

Estimated useful lives of capitalized assets shall be determined by the Executive Committee in conjunction with the Section Commissioner and employee that shall utilize the asset. The following is a list of the estimated useful lives of each category of fixed asset for depreciation purposes:

- | | |
|---------------------------------|---------------------|
| a. Computer and Digital Cameras | 5 Years (60 months) |
| b. Telecommunications | 5 Years (60 months) |
| c. Furniture | 7 Years (84 months) |

5. **Contract/Agreement Signing Authority**

The CIF Sac-Joaquin Executive Committee has authorized the Section Commissioner to execute contracts and agreements necessary for the conduct of the Section's business. No person is authorized to execute such documents on behalf of the Section unless authority to do so has been delegated in writing by the Executive Committee and/or the Section Commissioner. Failure to observe this requirement may result in personal liability on the contract or individual responsibility for the representations made.

6. **Petty Cash**

A petty cash account of \$150.00 is provided at the SJS office for purchases of necessary incidental items. Such purchases are subject to the approval of the Section Commissioner or Assistant Commissioners.

7. **Accounts Payable**

Note: For purchases of goods and/or services (including non-travel, out of pocket Section expenses) over \$100.00, please refer to the purchasing Procedures and Reimbursement Guidelines outlined in this manual.

For purchases under \$100.00 – In order for payment to be processed, the following documentation must be submitted to the Finance / HR Manager:

- a. Actual invoice or receipt for expenditure.
- b. The actual invoice or receipt must provide a detailed description of the purchase. Copies of receipts or actual credit card statements should not be accepted in the normal course. In the rare case that an actual receipt is not available, a copy of the receipt or credit card statement will be accepted under the condition that the employee sign the copied receipt or credit card statement attesting that no actual receipt is available and that a duplicate charge will not be submitted. Employees who repeatedly avail themselves of the receipt alternative may have this privilege revoked.
- c. Description of the business purpose of the expenditure, and signed approval on the invoice/receipt by the Section Commissioner.

All payment requests must be signed by the Section Commissioner; in the absence of the Section Commissioner, the Assistant Commissioner or the Finance / HR Manager may authorize purchases. For out-of-pocket expense reimbursements, the Section Commissioner must approve the reimbursement form. Any issues or concerns regarding these expenses will be discussed with the Finance / HR Manager (or with the Section Commissioner with regards to the expenses of the Finance / HR Manager).

Payment requests should be submitted on a timely basis to the Section Commissioner for approval and then the Finance / HR Manager for processing. Requests for checks should normally be processed within five (5) days of receipt.

PURCHASING PROCEDURES

The following procedures should be followed for purchase of goods and services greater than \$100.00. For purchases under \$100.00, please see *Additional Guidelines*.

1. PURCHASE REQUISITION FORM

A Purchase Requisition Form is completed and signed by the Commissioner or other authorized individual. The requisition and relevant supporting documentation is submitted to the Finance/HR Manager (please ensure there are sufficient budgeted monies for the purchase prior to submitting a purchase requisition). For restricted funds, purchase requisitions must also be approved by the Executive Committee. A Purchase Requisition Form must be completed, with an authorized signature, before orders can be placed.

2. AUTHORIZING PAYMENT UPON RECEIPT OF GOODS OR SERVICES

All goods and services should be reviewed and/or inspected immediately upon receipt by the individual authorized to sign for such receipt. If a shipment is complete for all items on an order, return the invoice to the Finance/HR Manager for payment processing. Checks will be processed within ten (10) business days of receipt of the invoice.

3. DAMAGES AND SHORTAGES

If goods are found to be unacceptable for any reason or if the individual placing the order wishes to return merchandise, contact the Finance/HR Manager immediately. Arrangements will be made for the goods to be picked up and returned to the vendor.

4. PARTIAL SHIPMENTS

If a partial delivery of the original order has been received:

- ✓ Make a photocopy of the receiving report and/or packing slip
- ✓ Circle and date each item received
- ✓ Sign and date in the applicable partial shipment box
- ✓ Submit this photocopy to the Finance/HR Manager, along with the invoice. Repeat this procedure for subsequent partial shipments

5. ORDERS OF \$2,500 OR MORE

When you are contemplating a purchase of \$2,500.00 or more, please notify the Commissioner and Finance/HR Manager before contacting vendors. For all purchases over \$2,500.00, a minimum of two (2) written bids, quotations and/or proposals are required before the Section can commit to the purchase. Copies of the bids or proposals must be submitted to the Finance/HR Manager along with the Purchase Requisition Form. For orders where you believe that there is only one qualified vendor, you must obtain the Commissioner's approval before initiating the procurement or contract renewal process.

ACCOUNTS RECEIVABLE

It is the policy of the CIF Sac Joaquin Section to track all invoices to external customers for timely payment and accounting. All revenue, including contributions, sales of goods/event tickets, contractual monies, and/or membership dues, will be recorded in accordance with Generally Accepted Accounting Principles (GAAP). Receivables are credited to the appropriate revenue lines as presented in the annual budget and coded as designated in the Section's Chart of Accounts. The below policy has been developed to prescribe the proper methods by which revenue shall be collected and recognized.

Revenue generated by the Section shall be collected and recognized in one of two ways; cash basis or accrual basis. The cash basis shall be used whenever payment for goods or services is to be received in advance of their provision. If payment is due anytime during or after the provision, the accrual basis shall be employed.

1. REVENUE RECOGNITION

Under the cash basis, revenues are recognized only when cash is received and deposited into the designated account via the Section office. Under the accrual method, revenues are recognized and credited to specific revenue accounts when invoices are processed through QuickBooks. To ensure that charges are accurately recorded on a timely basis, invoices shall be prepared by the Finance/HR Manager no later than the end of the month in which the charges occur.

2. BILLING

Each employee conducting a revenue generating activity shall prepare a report with supported documentation in the form of written sales orders, contracts, leases, agreements, etc. All sales reports shall be submitted with supporting documentation to the Finance/HR Manager no less than thirty (30) days from the time of the sales activity. Records must provide the name and complete address of each customer, the goods/services provided to each, and the amount owed by each.

3. INVOICE PREPARATION

Once proper billing procedures have been completed, the Finance/HR Manager will prepare an invoice. Invoices will be entered into QuickBooks, printed, and reviewed for accuracy and completeness. Invoices will then be mailed and/or emailed to the customer. Copies of invoices and supporting documents will be electronically filed and maintained by the Finance/HR Manager.

4. PAYMENT AND COLLECTIONS

Receipt of payment must be secured through the use of a cash register, locked drop box, or locked cash bag. Revenues thus collected must be deposited to the Section within one business day. Payments on invoices must be mailed directly to the Section. Additionally, customers may pay invoices in person during business office hours.

The Finance/HR Manager shall carry out collection procedures according to the following schedule:

- | | |
|--------------------|---------------------------------|
| ✓ 10 days past due | Reminder Letter/Second Notice |
| ✓ 30 days past due | Final Notice pending late fee |
| ✓ 60 days past due | Late fee applied to amount owed |
| ✓ 90 days past due | Account suspended |

Exceptions to the above collection schedules may be made whenever it is determined that an extension of the payment deadline is warranted. Possible justifications for an exception may include untimely invoice delivery, lost or misplaced invoices, or incorrect customer information. Exceptions may only be granted with written approval from the Commissioner or designee and shall be documented in the customer's file.

Accounts paid with checks that are later returned for insufficient funds shall be considered unpaid and shall be subject to collection procedures. In addition, the offending customer shall be assessed a fee to offset bank charges. Customers with more than one returned check in a fiscal year shall lose their check writing privileges. All subsequent amounts owed by the customer will have to be remitted by cash or cashier's check.

CASHIERING POLICY

The below procedures establishes the CIF Sac Joaquin Section's policies related to handling and processing cash and cash equivalents. Its purpose is to ensure that these important assets are protected, accurately processed, and properly reported.

Certain basic internal control principles must be adhered to in regard to collecting and accounting for cash and cash equivalents. These basic principles are:

1. ACCOUNTABILITY

Ensures that Section employees who process and/or handle cash and cash equivalents can be held responsible in fulfilling their duties.

Accountability is present when the following three (3) areas are addressed:

- ✓ Knowledge of who has or had access to, and why he/she has or had access to, cash and cash equivalents;
- ✓ Knowledge of where cash or cash equivalent assets are at all times; and
- ✓ Knowledge of what transpired from the beginning of a cash handling process to the conclusion of the process.

2. SEPARATION OF DUTIES

Ensures that two or more qualified and authorized persons are involved in the key, most sensitive activities related to the collection, handling depositing, and accounting processes.

3. SECURITY (PHYSICAL AND INFORMATION)

Ensures that employees involved in the handling of cash and cash equivalents are, at all times, protected from physical harm. Ensures that cash and cash equivalents are, at all times, protected from loss or misuse. Ensures that technology resources (i.e. hardware and confidential payment information) are, at all times, protected from loss, corruption or compromise to confidentiality.

4. RECONCILIATION OF ACCOUNTS

Provides assurance that cash and cash equivalents collected and reported as deposited are deposited accurately and timely into authorized Section bank accounts. Provides assurance that general ledger recordings/transactions are accurate.

The Finance/HR Manager shall develop and publish Section-wide cash handling policies and procedures and provide general coordination and assistance to employees. The Finance/HR Manager, in compliance with delegations made by the Commissioner and Executive Committee, shall:

1. Select the commercial banks into which funds of the Section are deposited and from which such funds are disbursed.
2. Designate the name of the Section to all bank accounts and assume direct ownership of such bank accounts, including time certificates of deposit, and to make withdrawals from or close such accounts.
3. Designate representatives of the Section who may sign checks or other orders for the payment of money, including electronic transfers of funds (EFT), credit/debit cards, wire transfers and ACH transfers, and to approve the use of and direct banks to honor facsimile signatures.
4. Make arrangements for internet payment services, lockbox, electronic transfer of funds, escrow services, credit/debit card and other services to facilitate the collection or disbursement of funds.
5. Open, make changes to, and close Section bank accounts.

Types of payments received are:

1. CURRENCY AND COIN (“CASH”)

Currency and Coin are the most liquid of assets and must be immediately, and at all times, protected against loss. The physical security of Currency and Coin is crucial. Financial recording of Currency and Coin immediately upon receipt is an essential function that ensures employee accountability. Employee accountability requires that an individual knows who has authorized access to an asset, why he/she has access to the asset, where an asset is at all times, and has occurred to the asset from the beginning to the end of the cash-handing transaction.

2. CHECKS/CASH EQUIVALENTS (INCLUDING MONEY ORDERS, TRAVELERS CHECKS AND CERTIFIED CHECKS)

The term “check” (including those instruments issued and commonly called warrants by the State of California) means any negotiable demand draft drawn on or payable through a United States office of a depository institution that is a qualified member of the United States’ Federal Reserve Bank. All checks must be made payable to *CIF Sac-Joaquin Section* and must include dating no earlier than 180 days prior to the day of acceptance, and no later than the day of acceptance. It must be legible and have a consistent amount, both numeric and written, with proper account holder signature(s).

Payments may be made in person or by mail. The general cashiering policies for receiving and recording cash and cash equivalent are as follows:

1. Separation of duties must be maintained when cash is received. No single person should have complete control over the entire process of receiving, processing applying a payment, preparing the bank deposit and verifying the deposit.
2. Tasks incompatible with cashiering shall not be performed by cashiers.
3. The person collecting cash, issuing cash receipts, and preparing the departmental deposit shall be someone other than the person verifying the deposit.
4. Mail remittances should not be verified as a payment to the Section and then processed by the same employee.

Individual accountability must be maintained and documented for all cash handling procedures. A unique identifier not accessible or shared with other people shall be assigned to each cashier and/or individual in a department. A cash register drawer, a cash drawer insert or other secure cash receptacle to which only the cashier has access will be provided. An individual endorsement stamp or its mechanical or electronic equivalent will be provided to allow for tracking of deposited and/or returned items back to the department and individual that/who accepted the items. Cashiers must lock all cash in a drawer or secure receptacle whenever leaving the immediate area. Documentation of cash differences must be maintained for each cashier.

All transfers of Cash and Cash Equivalents must be documented, and the documentation of accountability maintained by category (i.e. currency, checks and other forms of payment). Cash receiving, and recording must be made:

1. In a timely manner, Cash and Cash Equivalents must be restrictively endorsed “for deposit only.”
2. Reductions of recorded cash accountability, (e.g., voids and refunds, must be supported by all copies of the document involved, explained, and approved in writing by the cashier’s supervisor at the time of occurrence where practical, but no later than the end of the day.
3. Current day collections of Main Cashiering Stations must be deposited the same day, or at a minimum on the following business day.
4. Collections at satellite stations and event locations must be deposited at the Section office.

Sale of Admission or Event Tickets in person, procedures, standards and security must be equivalent to those stated in the Cash/Cash Equivalent Receiving and Recording procedures. Tickets must be consecutively pre-numbered or produced by electronic means, when the numbering system is not accessible to ticket sellers. Each ticket is considered both the product and the receipt. All ticket sales must be balanced to their generated revenue on a daily basis. When admission tickets or individual items are sold at the gates of athletic or other events, cashiering equipment may not always be present, nor may receipts be issued. The supervising attendant must safeguard tickets, including the use of pre-numbered ticket stock, and cash revenue from the sale of the tickets or items. A full accounting of "tickets sold" against cash received and amount posted to the general ledger should be completed periodically to make certain that assets distributed at the point of sale are properly converted to cash and that the cash is being deposited into the cashier's cash box.

All cash and cash equivalents shall be physically protected from loss at all times. Excess cash must be removed from the point of sale location during the business day and transferred to a secure cash handling area/vault. Deposits must be adequately protected from loss while in transit. When necessary, armored car service or police protection should be used. Cash and cash equivalents must be locked in a secure receptacle or safe at all times except when signed out by a cashier for working cash.

If more than \$2,500 in cash and cash equivalents is regularly on hand, a manual robbery alarm system or other appropriate measures must be installed for use during business hours to alert police if an irregularity occurs. If more than \$25,000 in cash and cash equivalents is stored, an automated alarm system is required to alert police if the storage area is entered after business hours. The combination of a safe must be given only to supervisory and authorized personnel who must then commit the combination to memory. A record of the combination, sealed and opened only under double-custody to prevent undetected access, must be maintained away from the safe area. A safe must be opened in such a way that other persons do not view the combination. To the maximum extent practical, a safe must be locked between uses during business hours. A safe's combination must be changed whenever a person who knows the combination leaves the employee of a cash handling department. In addition, the combination must be changed at least once a year. Each cashier must be provided with a separate lockable box or compartment in the safe to which only that cashier has access. Duplicate keys must be safely stored away from the safe and be retrieved only under dual control.

Transporting deposits between cashiering sites or to the bank will be done in a secure manner in order to protect the financial assets and individuals involved in transport. Satellite cashiering stations may transport cash and cash equivalents to the Section office safe using the following methods:

1. By a secure, armored car service.
2. By employees, in dual custody, transporting (walking or driving) the deposit to the Section office; in the case of cash deposits in excess of \$2,500, employees should be escorted by a police officer/security guard.

Accountability for and documentation of the custody of cash and cash equivalents must be continually maintained when preparing and transferring deposits to banks.

1. Deposits must be validated and prepared under dual custody at all times in a safe and secure area.
2. The validation and preparation of cash deposits must not be visible outside of the deposit handling area.
3. A report of cash collections signed by the preparer must accompany each deposit to the Section office from a satellite location.
4. A report of cash recorded, cash deposited and cash collections that are over or short, accompanied by supporting documentation (including cash register audit tapes, as applicable), must be sent to the Finance/HR Manager.

Deposits to banks must be reviewed, approved, and recorded to the general ledger in a timely manner. Individuals with cash handling responsibilities may not prepare and post journal entries.

Change funds are provided as a service for events that require such operating funds. Section policies must be established to appropriately protect these funds from loss through the provision of safes, vaults or money chests for amounts exceeding \$100.00. The Finance/HR Manager will approve the establishment of these funds. Cash handlers must not exchange checks for currency to make change for each other. The responsible custodian of the change fund will be charged if the change fund is stolen or if there is a shortage or overage in the change fund. The balance of the change fund must remain constant at all times.

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CONFLICT OF INTEREST POLICY

This Conflict of Interest Policy of the CIF Sac-Joaquin Section: (1) defines conflict interest; (2) identifies classes of individuals within the Organization covered by this policy; (3) facilitates disclosure of information that may help identify conflicts of interest: and (4) specifies procedures to be followed in managing conflicts of interest.

1. **Definition of conflicts of interest**

A conflict of interest arises when a person in a position of authority over the Organization may benefit financially from a decision he or she could make in the capacity, including indirect benefits such as to family members or businesses with which the person is closely associated. This policy is focused upon material financial interest of, or benefit to, such person(s).

2. **Individuals covered**

Persons covered by this policy are the Organization's officers, directors, chief employed executive, chief employed finance executive.

3. **Facilitation of disclosure**

Persons covered by this policy will annually disclose or update the President of the Board of Managers on a form provided by the Organization their interests that could give rise to conflicts of interest, such as a list of family members, substantial business or investment holdings, and other transactions or affiliations with businesses and other organizations or those of family members.

4. **Procedures to manage conflicts**

For each interest disclosed to the President of the Board of Managers, the President will determine whether to: (a) take no action; (b) assure full disclosure to the Board of Managers and other individuals covered by this policy; (c) ask the person to recuse from participation in related discussions or decisions within the Organization; or (d) ask the person to resign from his or her position in the Organization or, if the person refuses to resign, become subject to possible removal in accordance with the Organization's removal procedures. The Organization's chief employed executive and chief employed finance executive will monitor proposed or ongoing transactions for conflicts of interest and disclose them to the President of the Board of Managers in order to deal with potential or actual conflicts, whether discovered before or after the transaction has occurred.

Signature

Print Name

OCTOBER 6, 2020

Date

SJS BOARD OF MANAGERS

Committee

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To: Board of Managers

Date: October 6, 2020

Re: Realignment Committee Elections (2022-2026)

Implementation: Immediately

Proposal Originated: Sac-Joquin Section Staff

Proposal Discussed/Reviewed
Executive Committee - March 26, 2020
SJS Board of Managers - May 28, 2020
SJS Board OF Managers - October 6, 2020

Recommendation
Discussion
First Reading
Action Item

THE OUTCOME OF THE SEPTEMBER 25, 2020 SPECIAL BOARD OF MANAGERS MEETING WILL DICTATE THE FORWARDING OF THE NOMINEES FOR ELECTION.

- **IF THE BOARD APPROVES TO POSTPONE REALIGNMENT, THEN REALIGNMENT ELECTIONS WILL BE DROPPED FROM THE AGENDA.**
- **IF THE BOARD DOES NOT APPROVE THE POSTPONEMENT OF REALIGNMENT, THEN THE NOMINEES WILL BE FORWARDED TO MEMBERS OF THE BOARD BY TUESDAY, SEPTEMBER 29, 2020.**

Proposal Summary:

As per SJS Constitution Article 2, Section 3.A, the Board of Managers will accept nominations of one (1) principal and one (1) athletic director from each league. Voting by the BOM, for two (2) principals and one (1) athletic director from both the north and south, will take place at the October 6, 2020 BOM meeting.

SJS Constitution Article 2, Section 3.A.(1)

The realignment committee shall consist of the following: two co-chairpersons, one executive committee member, two member school principals from the north, two member school principals from the south, 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. **Each member league will nominate one principal and one athletic director to serve on the committee, and the Board of Managers will vote to fill the positions.** 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 realignment committee will be voting members with the exception of the two co-chairpersons and the Section Commissioner. **The members of the realignment 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.**

Nominations are due to the Section office by **Tuesday, September 1, 2020** (nominations should include a one (1) page resume)

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To: SJS Board of Managers

Date: October 6, 2020

Re: Proposed Bylaw 503.8 - SJS Official Ball(s)
(Sport Specific Bylaws: 1502.7.h, 1603.7.e, 2007.8.j, 2500.5.h, 2601.7.h, 2800.5.f, 3000.2.g, 3000.3.g, 3100.7.i)

Implementation: Immediately

Proposal Originated:

Proposal Discussed/Reviewed

Executive Committee - June 18, 2020
Executive Committee - September 3, 2020
SJS Board of Managers - October 6, 2020

Recommendation

Unanimous Support 10-0
Unanimous Support 10-0 (Adjustments)
First Reading

Proposal Summary:

This proposal places into our bylaws the requirement of using specified balls ("Official Balls"), for postseason play, in those sports in which the Section has executed contracts. Additionally, it outlines sanctions for the violation of not using the appropriate game ball(s) for postseason play.

Fiscal Impact:

None

Rationale:

The Section signs contracts with ball manufacturers in which the Section receives a financial contribution for the specific ball manufacturer to serve as the "official Ball" of that sport. This has been the long-standing practice of the Sac-Joquin Section and currently is only outlined in our formats. There are times when our schools do not use the required ("Official Ball") and because the requirement is only in our formats, we do not have the backing within our bylaws. This proposal would argument our playoff formats and provides a clear penalty for schools that violate the terms of our agreements with our ball manufacturers.

Bylaw 503.8 Use of "Official" Balls for Sac-Joquin Section Playoffs

- a. Each school shall provide the "official" ball for all Sac-Joquin Section playoff contests.
NOTE: These are the official balls for the 2020-2021 school year:
 - Baseball – Wilson A1010 PRO-SST
 - Basketball – Wilson Evolution or Solution
 - Football – Wilson GST1003, F1001 or F1005
 - Soccer – Wilson Forte
 - Softball – Wilson A9011-SST Optic Yellow
 - Tennis – Penn ATP World Tour XD
 - Volleyball – Molten Super Touch or Pro Touch
 - Water Polo – KAP 105 (Boys), KAP 104 (Girls)
- b. If a school does not provide the official ball for a Sac-Joquin Section playoff contest the following sanctions will be imposed:
 - i. 1st Infraction: Warning
 - ii. 2nd Infraction: Loss of home site playoffs privileges (school will not be able to host playoff contests and will forfeit any travel reimbursement funds for remainder of the school year. Penalty does carry over to next season, if applicable).

Other Bylaw Additions:

- Bylaw 1502.7.h**
(Baseball) **Official Ball**
The host school must provide the Official Ball of the Sac-Joaquin Section for playoff contests. (See Bylaw 503.8)
- Bylaw 1603.7.e**
(Basketball) **Official Ball**
The host school must provide the Official Ball of the Sac-Joaquin Section for playoff contests. (See Bylaw 503.8)
- Bylaw 2007.8.j**
(Football) **Official Ball**
The host school must provide the Official Ball of the Sac-Joaquin Section for playoff contests. (See Bylaw 503.8)
- Bylaw 2500.5.h**
(Soccer) **Official Ball**
The host school must provide the Official Ball of the Sac-Joaquin Section for playoff contests. (See Bylaw 503.8)
- Bylaw 2601.7.h**
(Softball) **Official Ball**
The host school must provide the Official Ball of the Sac-Joaquin Section for playoff contests. (See Bylaw 503.8)
- Bylaw 2800.5.f**
(Tennis) **Official Ball**
The host school must provide the Official Ball of the Sac-Joaquin Section for playoff contests. (See Bylaw 503.8)
- Bylaw 3000.2.g**
(Girls Volleyball) **Official Ball**
The host school must provide the Official Ball of the Sac-Joaquin Section for playoff contests. (See Bylaw 503.8)
- Bylaw 3000.3.g**
(Boys Volleyball) **Official Ball**
The host school must provide the Official Ball of the Sac-Joaquin Section for playoff contests. (See Bylaw 503.8)
- Bylaw 3100.7.i**
(Water Polo) **Official Ball**
The host school must provide the Official Ball of the Sac-Joaquin Section for playoff contests. (See Bylaw 503.8)

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To: SJS Board of Managers

Date: October 6, 2020

Re: Proposed Revision to SJS Constitution Article 5, Section 1

Implementation: 2020-2021

Proposal Originated: Sac-Joquin Section Staff

Proposal Discussed/Reviewed
Executive Committee - September 3, 2020
SJS Board of Managers - October 6, 2020

Recommendation
Unanimous Support 10-0
Frist Reading

Proposal Summary:

Staff is recommending that the organization develop a fourth meeting of the SJS Board of Managers, to be held in June, via video conference, for the sole purpose of budget approval.

Fiscal Impact:

The meeting would be conducted via video conferencing, thus there would be no cost to the organization.

Rationale:

Current practice of the Sac-Joquin Section is to bring forward to the Board of Managers a first read proposed budget for the upcoming year, in January; which means the development of that budget begins sometime in December. The Section cannot close the books on fall sports until approximately January 31st, which means when we bring forward a proposed budget as a first read in January, we do not have all the data that we need. The same holds true for the budget when it is presented as a "Action Item" (voting item) at the April Board of Managers meeting as the Section cannot close the books on winter sports until approximately April 30th. By implementing a meeting of the BOM in June for budget approval the Section office would have three (3) additional months to present a more accurate budget that provides for a current year financial review in the initial budget development.

ARTICLE 5, Section 1

There shall be ~~three~~ **four** regular meetings of the Board of Managers annually. One meeting shall be held in the fall, one in January, ~~and the other~~ **one in April and the final meeting to be held in June, via video conference.**

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To: SJS Board of Managers
Date: October 6, 2020
Re: Proposed Revision SJS Policy & Procedures Manual - Collections
Implementation: Immediately

Proposal Originated: SJS Executive Committee

Proposal Discussed/Reviewed
Executive Committee - September 3, 2020
SJS Board of Managers - October 6, 2020

Recommendation
Unanimous Support 10-0
First Reading

Proposal Summary:

The Executive Committee is recommending a revision to the collections procedure under Accounts Receivable of the Sac-Joquin Section Policy and Procedures Manual.

Fiscal Impact:

Could generate additional revenue

Rationale:

The Section continues to experience at the close of the books each year, schools who have outstanding debt to the Section in the form of unpaid invoices; this makes closing books for the fiscal year very difficult and causes additional unnecessary work on staff's part. The implementation of a late fee is appropriate and would hopefully serve as a deterrent to not processing invoices in a timely manner.

PAYMENT AND COLLECTIONS

Receipt of payment must be secured through the use of a cash register, locked drop box, or locked cash bag. Revenues thus collected must be deposited to the Section within one business day. Payments on invoices must be mailed directly to the Section. Additionally, customers may pay invoices in person during business office hours.

The Finance/HR Manager shall carry out collection procedures according to the following schedule:

- | | |
|-------------------------------|---|
| ✓ 10 days past due | Reminder Letter/Second Notice |
| ✓ 30 days past due | Final Notice pending \$25 late fee |
| ✓ 45 days past due | \$50 late fee |
| ✓ 60 days past due | Late fee applied to amount owed \$100 late fee |
| ✓ 90 days past due | Account suspended \$150 late fee |
| ✓ 100 days past due | Suspension of member schools playoff opportunities |

Exceptions to the above collection schedules may be made whenever it is determined that an extension of the payment deadline is warranted. Possible justifications for an exception may include untimely invoice delivery, lost or misplaced invoices, or incorrect customer information. Exceptions may only be granted with written approval from the Commissioner or designee and shall be documented in the customer's file

Accounts paid with checks that are later returned for insufficient funds shall be considered unpaid and shall be subject to collection procedures. In addition, the offending customer shall be assessed a fee to offset bank charges. Customers with more than one returned check in a fiscal year shall lose their check writing privileges. All subsequent amounts owed by the customer will have to be remitted by cash or cashier's check.

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To: SJS Board of Managers

Date: October 6, 2020

Re: Proposed Revision to Bylaw 3203.7.b - Wrestling

Implementation: Season 2 of 2021

Proposal Originated: Wrestling Advisory Committee

Proposal Discussed/Reviewed

Wrestling Advisory Committee - May 14, 2020

Playoff Committee - September 10, 2020

SJS Executive Committee - October 1, 2020

SJS Board of Managers - October 6, 2020

Recommendation

Unanimous Support

Unanimous Support 15-0

Discussion

First Reading

Proposal Summary:

This proposal would adjust the divisions for two leagues in the SJS individual boys wrestling postseason. The TCAL would move from D2 to D1 and the Metro would move from D4 to D2. This is the regular adjustment that happens every two years.

Fiscal Impact:

We anticipate no direct fiscal impact.

Rationale:

Currently, the Division I boys wrestling tournament consists of two leagues; 10 wrestlers competing to send eight to the Masters Tournament. That hasn't worked well. Adding the TCAL evens out the number of wrestlers in each divisional tournament and corrects the D1 issue.

Bylaw 3203.7.b:

- b. There will be five divisions in individual wrestling.
 - 1. Division I – Delta, SFL and TCAL
 - i. The SFL qualifies six wrestlers to the divisional tournament, the Delta and TCAL qualify five each.
 - ii. Division I will qualify eight wrestlers to the Masters tournament. No alternates.
 - 2. Division II -- CCAL, CVC, MEL and Metro.
 - i. All leagues qualify four wrestlers to the divisional tournament.
 - ii. Division II will qualify eight wrestlers to the Masters tournament. No alternates.
 - 3. Division III -- CAL, CCC, FVL and VOL.
 - i. All leagues qualify four wrestlers to the divisional tournament.
 - ii. Division III will qualify eight wrestlers to the Masters tournament. No alternates.
 - 4. Division IV -- GEL, GSL, Metro, SJAA and WAC.
 - i. All leagues qualify four wrestlers to the divisional tournament.
 - ii. Division IV will qualify four wrestlers to the Masters tournament. No alternates.
 - 5. Division V -- MLL, PVL, SAL, SDL, SVC and TVL.
 - i. The MLL, PVL, SVC and TVL will qualify four wrestlers to the divisional tournament; The SAL will qualify three; and SDL will qualify two wrestlers.
 - ii. Division V will qualify four wrestlers to the Masters tournament. No alternates.

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To: SJS Board of Managers

Date: September 14, 2020

Re: Proposed Baseball Playoff Structure

Implementation: Season 2 of 2021

Proposal Originated: SJS Office

Proposal Discussed/Reviewed

Playoff Committee - 2019-20

Playoff Committee - September 10, 2020

SJS Executive Committee – October 1, 2020

SJS Board of Managers – October 6, 2020

Recommendation

Discussions (September 2019, December 2019, May 2020)

Support 13-2

Discussion

First Reading

Proposal Summary:

This proposal would change the current baseball playoff format. We would go from double-elimination when there are four teams left to a best-of-three semifinal series to a winner-take-all championship game. We would also move the beginning of the baseball and softball seasons up one week, replacing the “pitchers and catchers” week for a full week of practice.

Fiscal Impact:

We anticipate no direct fiscal impact.

Rationale:

The SJS has had its baseball championships on Memorial Day for the last 25 years. With the advent of CIF Northern California Regional play, we are no longer able to have championships on that day and must end the previous week. A change was required. This playoff format keeps the postseason the same length, so we also started the season a week earlier to keep the regular season the same length.

Baseball postseason calendar: We anticipate the baseball postseason calendar looking like:

Week 1: Two single-elimination preliminary games (Tuesday and Friday).

Week 2: Best-of-three semifinal series (Tuesday and Wednesday).

Week 3: Winner-take-all championship games. We anticipate these games being played mid-week, due to late-week graduations and to give us flexibility for rainouts. Also, NorCal Regional games begin the following week.

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To: SJS Board of Managers
Date: October 6, 2020
Re: Proposed Waiver for SJS Bylaw 2007.8 (For 2020-21 Only)

Implementation: Season 1 of 2021

Proposal Originated: SJS Office

Proposal Discussed/Reviewed
Football Advisory Committee – September 8, 2020
Playoff Committee - September 10, 2020
SJS Executive Committee – October 1, 2020
SJS Board of Managers – October 6, 2020

Recommendation
Unanimous Support 8-0
Unanimous Support 15-0
Discussion
First Reading

Proposal Summary:

This **one-year-only** waiver would change the SJS football postseason format from seven divisions (with the majority of 12-team brackets) to nine divisions of eight-team brackets. Additionally, there is added language (note and item iv) in case the season is reduced, and further adjustments need to be made.

Fiscal Impact:

We are unsure at this point; with fewer games (79 to 71) there is the potential of revenue loss

Rationale:

When the new CIF sport calendar was announced, the overall football season was reduced by one week. SJS staff chose to subtract one week from the postseason instead of the regular season, so we needed to alter the postseason. We had to alter the division designations (I-A, I-AA, etc.) to continue to follow our “league champion” and “league division” rules. If a team is forced to compete at the Division I level, due to the continued success rule, they can compete at the I-A or I-AA level.

Bylaw 2007.8

Playoffs

- a. Sac-Joquin Section competition will consist of ~~seven~~ **nine** divisions in football: Divisions **I-A, I-AA, II-A, II-AA, III, IV, V, VI and VII.**
- b. Playoff formats will be published for the football playoffs for each division. See Calendar of Events for tentative dates.
- c. Tie-breaker system will be the one outlined in Bylaw 2006.1 above.
- d. **Qualifying -- Divisions I-VII**

1. Each league will qualify one team for the playoffs. If a league has multiple league champions, they will all qualify for the playoffs.
2. **At-Large Qualifiers**

For the purposes of at-large qualifying, all schools will be divided equally into ~~seven~~ **nine** divisions. If there is an odd number of teams, the first additional school will fill in at Division I-A, then Division I-AA and so on.

- i. In each divisional group, eight schools will be selected for playoff competition.
 - a. All automatic qualifiers will be selected first.
 - b. The remaining qualifiers will be selected based on their calpreps.com ranking.
(Each division may vary - for example Division III may have 10 automatic qualifiers and 2 at-large qualifiers while Division V may have 6 automatic qualifiers and 6 at-large qualifiers.)
- ii. If necessary, the school(s) that are not league champions and have the Calpreps ranking in any column may be moved down to a lower division to have an even number of teams in each division.
- iii. At-large selections must win a minimum of four games during the regular season.

NOTE: The Section office will make adjustments for teams unable to play a full season due to COVID-19 limitations.

- iv. **If the entire football season is reduced/unable to begin on January 8 due to COVID-19 restrictions, Section staff (in conjunction with the Executive Committee) will announce adjustments for the entire season.**



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CALIFORNIA INTERSCHOLASTIC FEDERATION

CIF STATE OFFICE • 4658 DUCKHORN DRIVE • SACRAMENTO, CA 95834 • (916) 239-4477 • CIFSTATE.ORG

To: Federated Council

Date: September 10, 2020

Re: 2020-2021 Weighted Voting

Proposal Originated: Staff

Proposal Reviewed

06/17/2020 – CIF Staff

09/02/2020 – Executive Committee

Proposal Recommendation

Forward to Executive Committee

Reviewed and Forwarded to FC

Type: Bylaw

Summary: This item requires no action by the Federated Council as per Bylaw 103. It is for information only and is brought to Federated Council to ensure the transparency of the process.

Fiscal Impact: None

Background:

103. WEIGHTED VOTING

- A. Votes cast at any Federated Council meeting shall be determined according to a weighted voting system. CIF Section votes shall be based upon:
 - (1) One (1) vote per 0-25 member schools; Plus
 - (2) One (1) vote per 0-25,000 students enrolled in the Section.
- B. The Southern Section shall have weighted votes equal to double the second largest Section.
- C. The composition of member schools and enrollment shall be reviewed every year based upon the prior year's CBEDS enrollment and adjusted accordingly.

(Revised May 2000 Federated Council)

2020-21 CIF FEDERATED COUNCIL WEIGHTED VOTES

BY SECTION

6/17/2020

| CIF SECTION | 2019-20 FEDERATED COUNCIL WEIGHTED VOTES | 2019-20 NUMBER OF SCHOOLS | 2019-20 9-12 ENROLLMENT | 2020-21 FEDERATED COUNCIL WEIGHTED VOTES | 2020-21 NUMBER OF SCHOOLS | 2020-21 9-12 ENROLLMENT |
|---------------|--|---------------------------|-------------------------|--|---------------------------|-------------------------|
| CENTRAL | 12 | 123 (5) | 165,528 (7) | 12 | 123 (5) | 167,443 (7) |
| CENTRAL COAST | 14 | 153 (7) | 165,317 (7) | 14 | 154 (7) | 166,271 (7) |
| LOS ANGELES | 14 | 156 (7) | 169,919 (7) | 14 | 160 (7) | 166,827 (7) |
| NORTH COAST | 15 | 176 (8) | 174,217 (7) | 15 | 175 (7) | 176,353 (8) |
| NORTHERN | 5 | 68 (3) | 28,802 (2) | 5 | 67 (3) | 27,979 (2) |
| OAKLAND | 3 | 27 (2) | 15,205 (1) | 3 | 27 (2) | 14,742 (1) |
| SAC-JOAQUIN | 17 | 189 (8) | 223,228 (9) | 17 | 189 (8) | 220,524 (9) |
| SAN DIEGO | 13 | 128 (6) | 159,584 (7) | 13 | 128 (6) | 159,685 (7) |
| SAN FRANCISCO | 2 | 17 (1) | 17,541 (1) | 2 | 17 (1) | 17,862 (1) |
| SOUTHERN | 34 | 569 | 754,275 | 34 | 565 | 751,405 |
| TOTALS | 129 | 1,606 | 1,873,616 | 129 | 1,605 | 1,869,091 |

() = number of weighted votes per category as per Bylaw 103



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To: Federated Council

Date: September 10, 2020

**Re: CIF/San Diego Section Proposal: Addition of Girls Beach Volleyball
as a CIF Sanctioned Sport**

Proposal Originated: San Diego Section

Proposal Reviewed

01/22/2020 – San Diego Section Board of Managers
05/20/2020 – San Diego Section Board of Managers
06/09/2020 – Commissioners Committee
09/02/2020 – Executive Committee
10/09/2020 – Federated Council

Proposal Recommendation

First Reading
Passed Unanimously
Reviewed and Forwarded to EC
First Reading
Scheduled for First Reading

Type: New CIF Sanctioned Sport; Bylaw Addition and Revision

Proposal Summary: The CIF San Diego Section is proposing the addition of Girls Beach Volleyball as a CIF sanctioned spring sport to begin in 2021-2022 school year. Beach volleyball is currently sanctioned by the NCAA as a scholarship sport for women and is also sanctioned by USA Volleyball, the US Olympic and Paralympic Committee and the International Olympic Committee. The addition of Girls Beach Volleyball would allow for increased participation opportunities for high school girls.

The proposal would add Beach Volleyball to the list of approved sports in CIF Bylaw 1200, revise Article 170 and Bylaw 1700 and would renumber the remaining Articles related to CIF approved sports (see proposal).

The proposal also includes a revision to Bylaw 600.

Fiscal Impact: There is no fiscal impact to the CIF at this time as it is not being proposed as a championship event. There, of course, would be costs involved for CIF member schools choosing to offer this as a sport.

Background: Currently there are club beach volleyball programs at over 100 CIF member schools with over 1,300 girls participating in those programs.

Talking Points: Additional opportunity for girls to participate in education-based athletics; fairly inexpensive sport with respect to equipment and uniforms; can be expensive to build an on-campus facility but there are an increasing number of facilities that offer courts for rent; student-athletes would be eligible to participate in pairs tournaments in outside events during the high school season of sport (unattached to a club team)



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ARTICLE 60 OUTSIDE COMPETITION

600.G. Unattached Competition in Individual Sports (see also Bylaw 215)

- (1) An unattached athlete shall not represent any team. Points won by the athlete shall not be credited to any team. An unattached athlete shall not use a uniform which identifies a school or “outside” team. Any violation shall be considered an infraction of Bylaw 600.
- (2) Unattached competition is permissible for a student in other than school contests during the season of sport provided the student enters in the individual sports of badminton (singles and doubles), **beach volleyball (pairs)**, cross country, golf, gymnastics, skiing, swimming and diving (including unattached entry on relays), tennis (singles and doubles), track and field (including unattached entry on relays) and wrestling.
- (3) **Certification of Unattached Athletes**
No official recognition or certification on the part of the CIF member school or personnel of the CIF member school may be given in order that unattached athletes may participate in contests.
- (4) **Representation in CIF Competition**
Unattached competition is not permitted in any CIF competition (See Bylaw 503.D.). Individuals or teams entered in CIF competition must represent a CIF member school. No other form of representation shall be permitted in CIF competition.
NOTE: Alpine, Nordic Skiing and Snowboarding are exempt for this Bylaw as the season of sport is not defined and listed under Bylaws 503.D. and 504.H. and that all competitions are done in conjunction with the Nevada Interscholastic Activities Association.

(Revised October 2008 Federated Council)

ARTICLE 120 APPROVED SPORTS

1200. CIF-APPROVED SPORTS

- A. The addition to, or deletion from, the list of CIF-approved sports is subject to Federated Council approval. A Section may not approve or conduct competition in a non-CIF-approved sport without Federated Council approval. Approved interscholastic sports are: badminton, baseball, basketball, **beach volleyball**, competitive cheer (~~see Bylaw 1700 A. & B.~~), cross country, field hockey, football, golf, gymnastics, lacrosse, skiing, soccer, softball, swimming and diving, tennis, track and field, volleyball, water polo and wrestling.
NOTE: Snowboarding is an approved event within the sport of skiing.
- (1) Interscholastic competition in approved sports shall be conducted under CIF rules.



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- (2) All sports or events not listed as CIF-approved sports need not be conducted under CIF rules or jurisdiction.

(Revised April 2017 Federated Council)

ARTICLE 170 BEACH VOLLEYBALL

1700. SEASON OF SPORT

Girls Beach Volleyball will be conducted in the Spring.

The following have been renumbered given the proposed Article 170

ARTICLE ~~170~~ 180 COMPETITIVE CHEER

~~1700~~ 1800. COMPETITIVE CHEER DEFINITIONS

A. Traditional Competitive Cheer (TCC)

For all CIF Bylaws, Traditional Competitive Cheer (TCC) will be defined as any competition using or following the traditional competitive format. TCC coaches must meet education requirements and safety of Article 22.B.(9) and Bylaw ~~1702~~ 1802. (Ca. Education Code 35179-35179.7, 49032 and 45125.01-45125.1)

B. Competitive Sport Cheer (CSC)

For all CIF Bylaws, Competitive Sport Cheer (CSC) will be defined as any cheer competition that consist of four quarters of play with a halftime in between the second and third quarters. CSC coaches must meet education and safety requirements of Article 22.B.(9) and Bylaw ~~1702~~ 1802. (Ca. Education Code 35179-35179.7, 49032 and 45125.01-45125.1)

- C. Competition Cheer (see A. and B. above) shall not be counted towards a school Title IX compliance unless the U.S. Department of Education Office for Civil Rights deems Competition Cheer compliant with its definition of a sport.

~~1701~~ 1801. OFFICIAL RULES BOOKS

As per Bylaw 1201 A., the National Federation of High Schools (NFHS) Spirit Rules Book shall be the official rule book.

~~1702~~ 1802. SAFETY CERTIFICATION OF COACHES

Schools must ensure that all TCC and CSC coaches, paid and unpaid, will have completed a safety education program that emphasizes the following components:

- A. A philosophy of safety awareness,
- B. Understanding and assessing legal liability in cheerleading.
- C. Knowledge of cheerleading safety equipment, including apparel and training aids such as spotting belts and mats.
- D. Spotting techniques for tumbling and partner stunts.
- E. Skill progressions for tumbling, partner stunts, and pyramids.
- F. Physical and psychological performer readiness.



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- G. Medical responsibilities, including injury prevention, the development of an emergency plan, and the assessment, treatment, and rehabilitation of injuries. (See also Article 22.B.(9))

(Approved April 2017 Federated Council)

1703 1803. TRADITIONAL COMPETITIVE CHEER REGIONAL INVITATIONAL CHAMPIONSHIPS

A Regional Invitational Championship will be held in January. Regional Invitational Championship entries will be placed into the appropriate regions.

(Approved January 2020 Federated Council)

ARTICLE ~~180~~ 190 CROSS COUNTRY

1800 1900. STATE CHAMPIONSHIP DIVISIONAL PLACEMENT OF SCHOOLS

Each Section will determine the divisional placement for its schools who qualify for the State Cross Country Championships. CIF member schools will be required to participate in the division that has been established by their respective Section. Sections may use their own established criteria to determine placement of teams in the five (5) divisions based on the following guidelines:

- Division I As determined by Section
- Division II As determined by Section
- Division III As determined by Section
- Division IV As determined by Section
- Division V As determined by Section, but enrollment may not exceed 600

(Approved May 2000 Federated Council/Revised May 2001 Federated Council/Revised June 2002 Executive Committee/Revised May 2005 Executive Committee/Revised May 2008 Federated Council/Revised May 2014 Federated Council)

1801 1901. AUTOMATIC TEAM ENTRIES

Team entries into the CIF State Championship Meet would be based on a formula that includes the following factors:

- A. An established baseline providing a minimum number of entries for each Section;
- B. Additional entries based upon the most recent four (4)-year history of the Section team performance in each divisional race;
- C. No Section shall have more than seven (7) team entries in any divisional race.

(Approved May 2000 Federated Council/Revised May 2002 Federated Council)

1802 1902. INDIVIDUAL ENTRIES TO THE CIF STATE CHAMPIONSHIP MEET

A maximum of five (5) individuals (not on an automatic team entry), per the criteria in each division, will qualify from the CIF Section to the CIF State Championship Meet finals as follows:

| | |
|---|---|
| # of Section Teams that Automatically Qualify | Sections' Five Individual Qualifiers to the |
|---|---|



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| | State Meet Must Finish in the Top |
|---|-----------------------------------|
| 1 | 8 |
| 2 | 12 |
| 3 | 14 |
| 4 | 16 |
| 5 | 18 |
| 6 | 20 |

(Approved May 2001 Federated Council/Revised February 2005 Federated Council)

ARTICLE ~~190~~ 200

FIELD HOCKEY

~~1900~~ 2000. OFFICIAL NATIONAL FEDERATION AUTHENTICATION MARK

Only balls with the National Federation authentication mark shall be used in the sports of baseball, basketball, field hockey, football, lacrosse, soccer, softball, volleyball and water polo.

(Revised to include lacrosse November 2000 Federated Council)

ARTICLE ~~200~~ 210

FOOTBALL

~~2000~~ 2100. AGE REQUIREMENT

A student under 15 years of age may not participate in an interscholastic contest or scrimmage against the varsity team of another school. This Bylaw may be waived by Section action provided the Section adopts criteria for such a waiver which shall include, but not be limited to, the following:

- A. Participant must be at least 14 years of age;
- B. A signed consent statement from the parent(s)/guardian(s)/caregiver, allowing participation at the varsity level;
- C. A statement from the head coach that the student-athlete has the physical and mental maturity to compete at the varsity level;
- D. A statement of compliance must be forwarded by the principal to the respective Section Office verifying that all required documentation has been completed and is on file in the appropriate school office.

(Revised May 2000 Federated Council/Revised March 2004 Executive Committee/Revised April 2019 Federated Council)

~~2001~~ 2101. NUMBER OF FOOTBALL PRACTICE DAYS; NO SUNDAY PRACTICE; TEAM CAMPS/OTHER OFF-SEASON ACTIVITIES

- A. There shall be no football games until the team has had 14 days of practice before the first game. Each individual student on the team must have had at least 10 days of practice before being allowed to compete in a game. (The opening date of football practice may be determined by each Section.) No Sunday practice is permitted (See Bylaw 504.M. for exception).



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- B. Football teams are limited to two days per week of full contact practice, with no more than 45 minutes of full contact on each of those days during the season of sport. For purposes of this Bylaw, each team's season of sport is defined as the first day of practice, as allowed by the Section, until the final contest for the team. All full contact practices are prohibited in the off-season which includes team camps. Full contact practice is defined by state statute as a practice where drills or live action is conducted that involves collisions at game speed where players execute tackles and other activity that is typical of an actual tackle football game. For the purposes of this Bylaw, refer to the definition of Live Action as defined by USA Football.

(Revised April 2018 Federated Council)

- C. Team camps and other off-season activities are allowable with the following equipment only: footballs, bags, blocking sleds and football shoes.

(Approved April 2015 Federated Council)

NOTE: For policies related to definition of full-contact and allowable in-season, off-season and team camp activities please consult the football section in the blue pages and local Section Bylaws.

2002 2102. SCRIMMAGE LIMITATIONS

No individual student shall participate in an interscholastic scrimmage before his/her 10th day of practice for that particular school. Scrimmage is defined as practice where the teams alternate in carrying the ball, downs are not counted, no score is kept and the coaches are on the field directing play.

2003 2103. PHYSICAL CONDITIONING PRACTICE

A high school shall not conduct a physical conditioning practice session during the summer prior to the opening date of authorized football practice, unless so authorized by the appropriate Section.

2004 2104. SPRING FOOTBALL PRACTICE/JUNIOR HIGH SCHOOL STUDENTS

Eighth and ninth grade students from an elementary, middle or junior high school may not take part in the Spring football practice at the high school (See Bylaw 303 for multi-school exception). A high school coach may not conduct a football practice session at a separate junior high school.

2005 2105. NUMBER OF GAMES LIMITATION

A high school football team of any classification or name shall not play more than two (2) games in any eight (8) day period. A continued game under National Federation football rules shall not be considered in this limitation.

2006 2106. TIE-BREAKER SYSTEM

- A. Each Section is authorized to establish a tie-breaker system for regular season football games and Section playoff football games.

(Revised October 2017 Federated Council)

2007 2107. OFFICIAL NATIONAL FEDERATION AUTHENTICATION MARK

Only balls with the National Federation authentication mark shall be used in the sports of baseball, basketball, field hockey, football, lacrosse, soccer, softball, volleyball and water polo.

(Revised to include lacrosse November 2000 Federated Council)

2008 2108. MERCY RULE

At the conclusion of the third quarter or any point thereafter, if there is a point differential of 35 or more points, a running clock shall be instituted for the remainder of the game regardless of the



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score. The game clock shall stop only for a score, a free kick following a fair catch or awarded fair catch, a charged team timeout, a coach-referee conference or an officials' timeout. This Bylaw applies to all levels of play.

(Approved May 2011 Federated Council)

ARTICLE ~~210~~ 220

GOLF

~~2100~~ 2200. SEASON OF SPORT

Girls Golf will be conducted in the Fall. Boys Golf will be conducted in the Spring.

(Approved November 1998 Federated Council)

ARTICLE ~~220~~ 230

GYMNASTICS

~~2200~~ 2300. RULES

Sections are authorized to use USA Gymnastic rules for compulsory routines; all optional routines must follow National Federation rules.

ARTICLE ~~230~~ 240

LACROSSE

~~2300~~ 2400. OFFICIAL NATIONAL FEDERATION AUTHENTICATION MARK

Only balls with the National Federation authentication mark shall be used in the sports of baseball, basketball, field hockey, football, lacrosse, soccer, softball, volleyball and water polo.

(Revised to include lacrosse November 2000 Federated Council)

ARTICLE ~~240~~ 250

SKIING

~~2400~~ 2500. Refer to Section Bylaws.

ARTICLE ~~250~~ 260

SOCCER

~~2500~~ 2600. OFFICIAL NATIONAL FEDERATION AUTHENTICATION MARK

Only balls with the National Federation authentication mark shall be used in the sports of baseball, basketball, field hockey, football, lacrosse, soccer, softball, volleyball and water polo.

(Revised to include lacrosse November 2000 Federated Council)

~~2501~~ 2601. REGIONAL CHAMPIONSHIPS

Boys and Girls Regional Championships will be held following the completion of Section playoffs. The CIF Seeding Committee will determine the divisional placement of the Section entries for respective regional tournament.

NOTE: Sections still determine their own criteria for placement and seeding of schools within their own local playoff system.

(Approved February 2007 Federated Council/Revised May 2014 Federated Council/Revised April 2016 Federated Council/Revised April 2017 Federated Council)



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ARTICLE ~~260~~ 270 SOFTBALL

~~2600~~ 2700. LENGTH OF GAME

Sections are authorized to limit junior varsity softball games to seven (7) innings or a maximum of two (2) hours (no new inning shall begin after two (2) hours have expired from the start of the game), whichever comes first.

~~2601~~ 2701. OFFICIAL NATIONAL FEDERATION AUTHENTICATION MARK

Only balls with the National Federation authentication mark shall be used in the sports of baseball, basketball, field hockey, football, lacrosse, soccer, softball, volleyball and water polo.
(Revised to include lacrosse November 2000 Federated Council)

~~2602~~ 2702. PROTECTIVE EQUIPMENT

It is required that adult base coaches wear a protective helmet. Play will not continue until compliance with this rule is met. It is recommended that the helmet meet NOCSAE standards.
NOTE: NFHS Rules govern use of protective equipment by a player/student.
(Approved January 2015 Federated Council)

~~2603~~ 2703. REGIONAL CHAMPIONSHIPS

A Regional Championship will be held following the completion of Section playoffs. The CIF Seeding Committee will determine the divisional placement of the Section entries for their respective regional tournament.
(Approved January 2020 Federated Council)

ARTICLE ~~270~~ 280 SWIMMING AND DIVING

~~2700~~ 2800. STATE CHAMPIONSHIPS

State Swimming and Diving Championships will be conducted in the Spring.
NOTE: For related policies please consult the swimming and diving section in the Blue Pages.
(Approved February 2014 Federated Council)

ARTICLE ~~280~~ 290 TENNIS

~~2800~~ 2900. REGIONAL TENNIS TEAM CHAMPIONSHIPS

A Regional Boys and Girls Team Tennis Championship will be held following the completion of Section playoffs.
(Approved May 1998 Federated Council/Revised May 2011 Federated Council/Revised April 2016 Federated Council)

ARTICLE ~~290~~ 300 TRACK AND FIELD

~~2900~~ 3000. EXHIBITION EVENTS



RONALD W. NOCETTI, EXECUTIVE DIRECTOR

CALIFORNIA INTERSCHOLASTIC FEDERATION

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Exhibition events may be staged by the host Section, if approved by the Federated Council, using athletes from that Section only. The javelin event, hammer throw and steeplechase are not to be conducted in CIF track and field competition.

~~2901~~ **3001. LANDING SECTOR FOR DISCUS AND SHOT PUT**

For safety reasons, the landing sector for both the discus and shot put will be changed to 34.92 degrees and, furthermore, a clearly marked safety area will be maintained at 60 degrees in order to increase safety for participants, officials and spectators. The present width of area for restraining spectators and other athletes, not throwing the shot or discus, will remain the same as per National Federation rules.

(Revised 2007 NFHS)

~~2902~~ **3002. AT-LARGE ENTRIES**

An athlete shall earn an at-large entry into the State Championship if his/her mark at the final Section competition (which qualifies entrants to the State Championship) is equal to or better than the average of the ninth-place qualifying marks to the State Championship Finals from the three (3) most recent years.

(Approved May 2000 Federated Council)

~~ARTICLE 300~~ **310** **VOLLEYBALL**

~~3000~~ **3100. RALLY SCORING**

- A. Rally scoring shall be utilized for all rounds of the State Volleyball Championships. All games shall be played to 25 points, and the fifth and deciding game shall be played to 15 points.
- B. Rally scoring shall be utilized for all volleyball contests at the varsity level for all Sections. All games shall be played to 25 points, and the fifth and deciding game shall be played to 15 points.
- C. Rally scoring shall be utilized for all sub-varsity volleyball contests for all Sections. All games shall be played to 25 points with the deciding game played to 15 points.

(Approved May 2003 Federated Council)

~~3001~~ **3101. OFFICIAL NATIONAL FEDERATION AUTHENTICATION MARK**

Only balls with the National Federation authentication mark shall be used in the sports of baseball, basketball, field hockey, football, lacrosse, soccer, softball, volleyball and water polo.

(Revised to include lacrosse November 2000 Federated Council)

~~3002~~ **3102. GIRLS STATE CHAMPIONSHIP DIVISIONAL PLACEMENT OF SCHOOLS**

Girls Regional and State Championships will be held following the completion of Section playoffs. The CIF Seeding Committee will determine the divisional placement of the Section entries for their respective regional tournament.

NOTE: Sections still determine their own criteria for placement and seeding of schools within their own local playoff system.

(Approved May 2001 Federated Council/Revised June 2002 Executive Committee/Revised May 2005 Executive Committee/Revised May 2008 Federated Council/Revised May 2014 Federated Council/Revised October 2015 Federated Council/Revised May 2016 Federated Council/Revised April 2017 Federated Council)



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~~3003~~ **3103. BOYS REGIONAL CHAMPIONSHIP**

Boys Regional Championships will be held following the completion of Section playoffs. The CIF Seeding Committee will determine the divisional placement of the Section entries for their respective regional tournament.

NOTE: Sections still determine their own criteria for placement and seeding of schools within their own local playoff system.

(Approved May 2008 Federated Council/Revised May 2012 Federated Council/Revised April 2015 Federated Council/Revised April 2017 Federated Council)

ARTICLE ~~310~~ 320 WATER POLO

~~3100~~ **3200. CLOCKS**

It is recommended, but not required, that clocks used in conducting water polo contests be visible to the participants.

~~3101~~ **3201. OFFICIAL NATIONAL FEDERATION AUTHENTICATION MARK**

Only balls with the National Federation authentication mark shall be used in the sports of baseball, basketball, field hockey, football, lacrosse, soccer, softball, volleyball and water polo.

(Revised to include lacrosse November 2000 Federated Council)

~~3102~~ **3202. WATER POLO REGIONAL CHAMPIONSHIPS**

Boys and Girls Water Polo Regional Championship will be held following the completion of Section playoffs. Water Polo Regional Championships entries will be placed into the appropriate region aligning with the Sections' current season of sport.

(Approved October 2016 Federated Council)

ARTICLE ~~320~~ 330 WRESTLING

**Bylaw 3213: Wrestling Weight Management – moved to Blue Pages
(Approved April 2016 Federated Council)**

~~3200~~ **3300. DAYS OF PRACTICE**

- A. Each individual student not a member and participant of a Fall sports team shall have at least 10 days of practice before the student can compete in a match or tournament.
- B. Each individual who completes the regular season in a Fall sport shall have at least five (5) days of practice before the student can compete in a meet or tournament.

~~3201~~ **3301. 40-MATCH RULE**

A wrestler will be allowed a maximum of 40 matches during the wrestling season prior to the first qualifying tournament for the CIF State Wrestling Championships (in most situations this would be the league wrestling tournament). Forfeits do not count towards the 40-match maximum.

Matches wrestled in any tournaments or competitions held prior to the first qualifying tournament will count towards the 40-match maximum.

EXCEPTION: Any matches wrestled in a Section Team Dual Championship tournament will not count as part of the 40-match maximum.



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PENALTY: Violation of Article ~~3204~~ **3301** will result in the following sanctions:

- A. If an athlete goes over the prescribed 40 match limit, the athlete shall be ineligible for any further competition for the season. In addition, the Section may impose the following additional sanctions:
- (1) The final season record will be reduced by at least one (1) win at the conclusion of the season;
 - (2) The school will be placed on probation;
 - (3) The team/individual will be ineligible to advance to or in Section, Regional or State Championships;
 - (4) Reduction of maximum number of matches allowed for the following year in that sport;
 - (5) Repeated violation may result in suspension of membership in the CIF.

(Approved October 2001 Federated Council/Revised November 2009 Federated Council)

~~3202~~ **3302. WEIGH-INS**

- A. All CIF member schools must follow all National Federation Rules and procedures concerning weigh-ins.
- (1) Violation of NFHS Rule 4-5-5 will result in the following sanction: the host school will not be allowed to host any tournament or the following year and cannot financially benefit from any other tournament for that year. In addition, the Section may impose the following additional sanctions:
 - a. The hosting school is placed on probation.
 - b. Reduction of maximum number of matches.
- B. California provides 14 weight classes per NFHS Rules and the two (2) pound growth allowance to each weight class on January 1.
- C. Each coach is required to bring his/her team's Pre-Match Weigh-In Form to all competitions including the CIF State Wrestling Championships.
PENALTY: Failure to comply will result in the entire team being ineligible to compete and charged with forfeiture.
- D. Each wrestler is required to weigh in with his/her Pre-Match Weigh-In Form at all competitions up to and including the competition that begins the CIF State Championship qualifying series.
PENALTY: Failure to comply will result in the wrestler being ineligible for that competition.
- E. The use of laxatives, emetics, excessive food and liquid restriction, self-induced vomiting, hot rooms, hot boxes, saunas and steam rooms is prohibited for any purpose. The use of diuretics at any time is prohibited. Regardless of the purpose, the use of vapor-impermeable suits (e.g. rubber or rubberized nylon) or any similar devices used solely for dehydration is prohibited. Artificial means of rehydration (i.e. intravenous hydration) are also prohibited. Violators of these rules shall be suspended for the competition(s) for which the weigh-in is intended. A second violation would result in suspension for the remainder of the season.

(Revised May 2010 Federated Council)

**Board of Managers
CIF San Diego Section**

INFORMATION REGARDING AGENDA ITEM

TO: BOARD OF MANAGERS

DATE PREPARED: December 3, 2019

**BOARD OF MANAGERS
MEETING DATE:** May 20, 2020

**PREPARED AND
SUBMITTED BY:** Brian Wilbur
Grossmont Conference President

SUBJECT: GIRLS BEACH VOLLEYBALL

.....
EXECUTIVE SUMMARY

The Board of Managers is asked to consider the approval of the Grossmont Conference's proposal to add Girls Beach Volleyball as a sanctioned CIF sport as shown in the attached supplement(s).

(Please see attached Item # 10)

RECOMMENDATION/ ACTION:

The Board of Managers is asked to approve the Grossmont Conference's proposal to add Girls beach Volleyball as a sanctioned CIF sport.

This item was reviewed by Coordinating Council as a first read at the meeting of December 11, 2019 and voted on at the meeting of February 19, 2020.

The voting bodies of Coordinating Council voted on the above item # 10 as follows:

Ayes 23 Noes 3 Absent 2 Abstain 0 Decision: **MOTION CARRIED**

Ayes: 23 Council members in favor. Noes: 3 Council members opposed; Mr. Jason Babineau, Ms. Ana Diaz-Booz, and Mr. Scott Giusti. Motion carried.

Executive Committee Recommendation: In Favor 5 Opposed 1 Absent 1 Abstain 0

Ayes: 5 Committee members in favor. Noes: 1 Committee member opposed; Mr. Scott Giusti. Motion carried.

CIFSDS Commissioner's: In Favor 2 Opposed 0

This item is now being presented for Board's consideration and action on *May 20, 2020* as presented.

Sand Volleyball Association

Kelly Drobeck (Director)

hssandvb@gmail.com

(619)548-8859

www.sandvba.net

San Diego High School Beach League

2013 – present

OVERVIEW

The Sand Volleyball Association (aka. San Diego HS Beach League) was formed in 2013 in an effort to bring the sport of girls' beach volleyball to the high school level. In its first year, 6 schools participated. In 2020, over 40 San Diego schools will participate with representation from every major conference in the county.

GOALS

To legitimize the sport of Girl's High School Beach Volleyball by recognizing it as a CIF sanctioned sport at the city, regional, and state levels.

INFORMATION

- In 2019, more than 400 female athletes participated in high school beach volleyball from San Diego schools. Across the state, more than 1000 girls participated in various high school club leagues.
- Arizona and Florida currently have high school beach volleyball approved as a State Championship sport. Washington is in the process as well.
- Collegiate beach volleyball is the fastest growing sport in the nation. Currently 83 colleges offer beach programs at the Division I, II, and III levels. 16 NAIA colleges and 38 junior colleges nation-wide have programs as well, with more being added each year.
- High school athletes now have the opportunity to earn a college scholarship for beach volleyball
- In addition to the high school league, there are year round tournaments across the nation that cater to high school athletes and culminate in national championships in July. Over 5,000 girls participate in these events each year.
- The demand for the legitimacy of our sport increases each year as the sport continues to gain popularity at all levels.

ADDITIONAL INFORMATION TO CONSIDER

- In San Diego, 7 schools currently have sand courts on campus, and 5 more are in the process of building courts.
- The cost to build 2- 5 courts ranges from \$15,000 - \$150,000 depending on the size of the facility and the type of sand used.
- Most schools currently practice at local beaches and the cost to run their programs is roughly \$3000 - \$4500 for the season. This covers the league fee, insurance, uniforms, equipment, and coaches' stipends.
- The league is run under CIF guidelines, so the transition from a club sport to a sanctioned sport would be seamless.
- Teams from San Diego, Los Angeles, Central California, and Northern California have competed annually in a State Championship match since 2015.

GOAL

Our goal is to legitimize the sport of beach volleyball at the high school level and allow more girls the opportunity to compete for their high schools in a sanctioned sport across the State of California.

CONTACT

Kelly Drobeck

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RONALD W. NOCETTI, EXECUTIVE DIRECTOR

CALIFORNIA INTERSCHOLASTIC FEDERATION

CIF STATE OFFICE • 4658 DUCKHORN DRIVE • SACRAMENTO, CA 95834 • (916) 239-4477 • CIFSTATE.ORG

To: Federated Council

Date: September 10, 2020

Re: Proposal - CIF/Southern Section: Request for exception of Bylaw 504.M. to include competition at National High School Competitive Cheer (NHSCC) event.

Proposal Originated: Southern Section

Proposal Reviewed

01/28/2020 – Southern Section Board of Managers
03/31/2020 – Southern Section Board of Managers
06/09/2020 – Commissioners Committee
09/02/2020 – Executive Committee
10/09/2020 – Federated Council

Proposal Recommendation

First Reading
Passed
Reviewed and Forwarded to EC
First Reading
Scheduled for First Reading

Type: Bylaw modification

Proposal Summary: The Southern Section is proposing an exception to CIF Bylaw 504.M. to allow Traditional Competitive Cheer teams to compete on Sunday at the NHSCC event. This exception may be used one-time per school year for the above event only.

Fiscal Impact: There is no fiscal impact to the CIF at this time as the proposal does not impact a championship event. There, of course, would be costs involved for CIF member schools choosing to attend this event.

Background: In TCC, the season of sport is much longer than that of any other sport. Cheerleaders also do not participate in traditional head-to-head competition in their leagues like other sports do. National-level competitions have provided opportunities for high school athletes to compete and be seen by college recruiters. These athletes will miss the important opportunities that they have had prior to CIF inclusion. (Asking these competitions to move away from their Sunday spot is difficult as they require large venues.)

Talking Points: TCC does not currently have a season of sport; This exemption would enable school teams to compete at the national level event; Can only be used at the NHSCC and no other “National Championship;” Adding a second exception to the Sunday rule could lead to additional requests from other sports to be permitted an opportunity to compete on Sundays.



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504.M.

Sundays

In order to provide at least one (1) day of respite from involvement in interscholastic athletics each week, no interscholastic games or practices of any kind are to be held on Sunday.

Exception #1. Those schools founded upon religious tenets that observe a Sabbath rest from Friday sundown until Saturday sundown may practice or play on Sundays. These schools must register each year by August 1 for the following year with their Section office and observe a day of respite from sundown Friday to sundown Saturday. No school requesting a religious exception may participate in interscholastic participation (practice and/or games) on seven (7) consecutive 24-hour days.

- Schools requesting an exception must provide documentation, if requested, of religious belief adhering to the basis of the exception.
- Schools requesting an exception must provide documentation, if requested, of adherence to the rule of no interscholastic participation (practice and/or contest) within seven (7) consecutive 24-hour days.

NOTE: Declaration of Alternate Day of Respite Form is available through your local CIF Section office.

Exception #2. Traditional Competitive Cheer teams competing in the annual National High School Competitive Cheer event. This exception may be used one-time per school year for the above event only. Schools seeking an exception for the NHSCC event should contact their local CIF Section office.

- Schools requesting an exception must provide documentation, if requested, of adherence to the rule of no interscholastic participation (practice and/or contest) within seven (7) consecutive 24-hour days.

(1) Violation of Bylaw 504.M. will result in the following sanctions:

- Practice:** For every practice conducted during the declared respite time, the violating school will be prohibited from conducting twice as many regularly scheduled practices (2 for 1);
- Game:** A game played during the declared respite time will result in forfeiture of the game.

(2) In addition to the above sanctions, the Section may impose any of the following additional sanctions:

- The final season record will be reduced by at least one (1) win at the conclusion of the season;
- The school will be placed on probation;
- The team/individual will be ineligible to advance to or in Section, Regional or State Championships;
- Reduction of maximum number of contests allowed for the following year in that sport;
- Repeated violation may result in suspension of membership in the CIF.

(May 2000 Federated Council/Revised May 2004 Federated Council/Revised April 2018 Federated Council)



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CIF SOUTHERN SECTION COUNCIL PROPOSAL FORM**

In accordance with Blue Book Article 3, Bylaw 30.1, the following proposal is submitted for Council consideration.

“CIF Southern Section Council may entertain proposals submitted to the governing body on the appropriate proposal form from duly appointed advisory committees, leagues or the Executive Committee.” *All items coming before the Southern Section Council must contain the financial implications on member schools, leagues and the Southern Section.*

Date: January 8, 2020

Submitted by:

Name of representative: Steven Hemenway

School of representative: La Serna HS Telephone: 562-698-8121 x6081

Check one of the following:

- League Proposal. Name of League: Del Rio League
- Advisory Committee Proposal. Committee Name: _____
- Executive Committee Proposal. Submitted by: _____

Rule Change:

Rule Number Affected: 504.M Implementation Date: 2021

Abstract: (Please add any supporting documents.)

Council First Read: 1-28-2020 **Council Action Date:** 3-31-2020

Date Proposal will take effect on member schools: 2021

See reverse side for additional information.

Proposal Number

Financial Impact on Member School and Southern Section (Attach an analysis and supporting documents):

Financial Impact on Member School and Southern: Those participating in these events should not incur additional expense, however, they may actually receive an increase return on their investment. Teams are typically in attendance for the awards ceremonies on Sundays.

All Council Proposals must be submitted according to the timelines published in the Blue Book. If they are not received in a timely manner, they will be postponed until the next meeting.

Council Proposals that do not contain the information in the fields provided on both pages will not be considered.

Sport advisory committees are advised to confine their proposals to the sport(s) under their advisement. Any proposals that do not affect Articles 1400 – 3100 must contain a rationale as to why the sport advisory committee is requesting action.

Procedure for Proposed Bylaw Changes:

1. Identify the bylaw, by number, to be changed or eliminated.
2. Type the bylaw, using normal font face, for language that will remain unchanged.
3. Use strikethrough to identify language to be eliminated or changed.
4. Identify proposed language using bold type.

The Del Rio League proposes the following changes to the CIF-SS bylaws.

Bylaw 504. M. Sundays

Proposed language:

In order to provide at least one day of respite from involvement in interscholastic athletics each week, no interscholastic games or practices are to be held on Sunday.

ADD: Exception: In the sport of Traditional Competitive Cheer –Only those schools that participate in NHSCC may have a one-time exemption for that event once per year, provided approval from the CIF-SS office is granted.

RATIONALE: In TCC, the season of sport is much longer than that of any other sport. Cheerleaders also do not participate in traditional head-to-head competition in their leagues like other sports do. National-level competitions have provided wonderful opportunities for these high school athletes to compete and be seen by college recruiters. These athletes will miss the important opportunities that they have had prior to CIF inclusion. (Asking these competitions to move away from their Sunday spot is difficult as they require large venues.)

*The National High School Cheerleading Championship (NHSCC) is considered by most to be the most prestigious cheerleading championship in the country. It is also the only cheerleading championship endorsed by the NFHS. An estimated eight hundred of the most advanced teams, representing about 31 states will compete at the Walt Disney Resort in Orlando, Florida. ESPN and ESPN2 are expected to televise the event in 32 countries and is expected to reach 100 million homes.



RONALD W. NOCETTI, EXECUTIVE DIRECTOR

CALIFORNIA INTERSCHOLASTIC FEDERATION

CIF STATE OFFICE • 4658 DUCKHORN DRIVE • SACRAMENTO, CA 95834 • (916) 239-4477 • CIFSTATE.ORG

To: Federated Council

Date: September 10, 2020

Re: Bylaw 1206 Revision – Allowable Number of Contacts for Softball and Baseball

Proposal Originated: Commissioners Committee

Proposal Reviewed

06/09/2020 – Commissioners Committee

09/02/2020 – Executive Committee

10/09/2020 – Federated Council

Proposal Recommendation

Reviewed and Forwarded to EC

First Reading

Scheduled for First Reading

Type: Bylaw Revision

Proposal Summary: In January 2020, the Federated Council approved regional championships for the sports of softball and baseball. This proposal sets the allowable number of contacts for these two sports at 28 and also states that tournaments will be counted as one (1) contact for each game. Implementation would be for the 2021-2022 school year.

Fiscal Impact: None

Background: In January 2018, the Federated Council approved the allowable number of contacts for all sports culminating in a regional and/or state championship. Given that the Federated Council, in January 2020, approved softball and baseball as regional championship events, this proposal to add the allowable number of contacts for these two sports is being forwarded to the Federated Council.

Talking Points: Number of contacts equitable to that of basketball, soccer, volleyball and water polo; tournament contacts same as basketball, soccer and water polo



RONALD W. NOCETTI, EXECUTIVE DIRECTOR

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1206. MAXIMUM CONTACTS

A. Starting Dates for Practice

Sections shall determine the first day of practice in all sports.

B. Scrimmages

A scrimmage is defined as:

- (1) An activity involving teams or individual student-athletes from two or more different schools in a CIF approved sport; AND
- (2) Where no official score is kept; AND
- (3) Where regulation time is not kept; AND
- (4) Where substitute rules are set aside; AND
- (5) Where coaches may stop play for instructional purposes; AND
- (6) Where no score / results are released to the media.

C. Number of Scrimmages

A maximum of two (2) scrimmages per sport are permissible prior to the first interscholastic contest (league or non-league) of the season, except in Football which is limited to one (1) scrimmage. Scrimmages shall not count in the team or individual maximum number of contacts, unless it is held after the team's first interscholastic contest.

D. Allowable Number of Contacts

Sections shall determine the maximum number of allowable contacts. Sections, however, for sports culminating in a Regional or State Championship may not set a limit higher than:

| | |
|-----------------|---------------------|
| Baseball | 28 |
| Basketball | 28 |
| Badminton | 24 |
| Cross Country | 14 |
| Football | 10 |
| Golf | 24 |
| Soccer | 28 |
| Softball | 28 |
| Swimming | 14 |
| Tennis | 24 |
| Track and Field | 14 |
| Volleyball | 28 |
| Water Polo | 28 |
| Wrestling | 40 (see Bylaw 3201) |

The maximum number of allowable contacts is in effect for teams during the regular season. The maximum number of allowable contacts does not include Section Foundation or Scholarship Games, League culminating tournament, Section, Regional or State Championships.

Tournaments

| | |
|------------|--|
| Baseball | One (1) contact for each game. |
| Basketball | One (1) contact for each game. |
| Golf | Tournaments count as one (1) contact per day. |
| Soccer | One (1) contact for each match. |
| Softball | One (1) contact for each game. |
| Tennis | One (1) contact for each match. |
| Volleyball | One (1) Day Tournament counts as two (2) contacts. Two (2) Day Tournament counts as three (3) contacts. |
| Water Polo | One (1) contact for each game. |

(Approved January 2018 Federated Council)

Q: How many contacts does a consecutive three-day volleyball event count?

A: Three consecutive days equals four contacts.

NOTE: Please consult your local CIF Section Office with any questions about tournament formats not listed above.
(Editorial May 2020)

PRESIDENT
JOHN BECKER
 Executive Director - Student Engagement
 Roseville Joint Union High School District
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 Roseville, CA 95661
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COMMISSIONER
MICHAEL S. GARRISON
 CIF Sac-Joaquin Section
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MEETINGS SCHEDULE FOR 2020-21

CIF-SJS BOARD OF MANAGERS

FALL

October 6, 2020 (Tuesday) Online Mtg.

WINTER

January 26, 2021 (Tuesday) Online Mtg.

SPRING

April 20, 2021 (Tuesday) Online Mtg.

STATE CIF FEDERATED COUNCIL

October 9, 2020 (Fri) Online Mtg.

February 4-5, 2021 (Thur-Fri) Online Mtg.

April 22-23, 2021 (Thur-Fri) Online Mtg.

SJS EXECUTIVE COMMITTEE

| | |
|--|----------------|
| Thursday, September 3, 2020 | Online Meeting |
| Thursday, October 1, 2020 | Online Meeting |
| Thursday, November 5, 2020 (Tentative) | Online Meeting |
| Thursday, January 21, 2021 | Online Meeting |
| Thursday, March 4, 2021 | Online Meeting |
| Thursday, April 15, 2021 | Online Meeting |
| Thursday, June 17, 2021 | Online Meeting |

SJS LEAGUE COMMISSIONERS

| | |
|---------------------------|----------------|
| Thursday, August 13, 2020 | Online Meeting |
| Thursday, March 25, 2021 | Online Meeting |

PLAYOFF COMMITTEE

| | |
|------------------------------|----------------|
| Thursday, September 10, 2020 | Online Meeting |
| Thursday, December 10, 2020 | Online Meeting |
| Thursday, May 6, 2021 | Online Meeting |

SJS ADMINISTRATIVE WORKSHOP

| | |
|----------------------------|----------------------|
| Wednesday, August 19, 2020 | Wine and Roses, Lodi |
|----------------------------|----------------------|

SJS NEW ATHLETIC DIRECTORS WORSHP

(All workshops will be held at the Section Office, Lodi – 9:00 AM)

| | |
|-------------------------------------|---------------------------------------|
| Wednesday, July 29, 2020 | Wednesday, October 28, 2020 |
| Wednesday, August 19, 2020 (12:00) | Wednesday, December 9, 2020 |
| Wednesday, September 16, 2020 | Wednesday, April 28, 2021 (Tentative) |

SJS REALIGNMENT - UNDER REVIEW

| | |
|-------------------------------------|--------------------------|
| Tuesday, January 5, 2021 | SJCOE-Burwood Auditorium |
| Tuesday, January 19, 2021 | SJCOE-Burwood Auditorium |
| Tuesday, February 9, 2021 | SJCOE-Burwood Auditorium |
| Tuesday, March 2, 2021 | SJCOE-Burwood Auditorium |
| Tuesday, March 23, 2021 (If Needed) | SJCOE-Burwood Auditorium |

PRESIDENT
KEVIN SWARTWOOD
 PRINCIPAL
 Golden Valley High School
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COMMISSIONER
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CIF SAC-JOAQUIN SECTION

CIF SAC-JOAQUIN SECTION 2019-2020 BUDGET and PLAYOFF INFORMATION

AT A GLANCE - YEAR TO DATE - at AUGUST 31, 2020

| TOTALS AS OF THIS REPORT DATE | PLAYOFF INCOME TO DATE | PLAYOFF EXPENSES TO DATE | NET +/- PLAYOFF INCOME TO DATE | TOTAL YTD INCOME TO DATE | TOTAL YTD EXPENSES TO DATE | TOTAL YTD NET +/- INCOME |
|-------------------------------|------------------------|--------------------------|--------------------------------|--------------------------|----------------------------|--------------------------|
| B of A Regular Checking | \$27,767.57 | \$0.00 | \$27,767.57 | \$169,833.65 | \$182,115.49 | -\$12,281.84 |
| First Bank Regular Checking | \$165,251.07 | | \$165,251.07 | | | |
| Hall of Fame Account | \$1,518.01 | | \$1,518.01 | | | |
| Lucky Scholarship Account | \$1,905.75 | | \$1,905.75 | | | |
| CASH ACCOUNT TOTAL: | \$196,442.40 | | \$196,442.40 | | | |

(For Messer Account Info, See Last Page of this Report)

Building Mortgage Principal Balance @ 8/31/2020 = \$505,182.70

CIF Sac-Joaquin Section YTD Budget 2019/2020 - General Income/Expense Information

| | 2018-19 Budgeted Income | 2018-19 Actual Income | 2018-19 Budgeted Expenses | 2018-19 Actual Expenses | 2019-20 Budgeted Income | 2019-20 Actual Income | 2019-20 Budgeted Expenses | 2019-20 Actual Expenses | 2020-21 Budgeted Income | 2020-21 Actual Income | 2020-21 Budgeted Expenses | 2020-21 Actual Expenses |
|-----------------------------|-------------------------|-----------------------|---------------------------|-------------------------|-------------------------|-----------------------|---------------------------|-------------------------|-------------------------|-----------------------|---------------------------|-------------------------|
| INCOME AND EXPENSES: | | | | | | | | | | | | |
| Playoffs | | | | | | | | | | | | |
| Income | \$1,364,280.00 | \$1,453,319.32 | \$618,150.00 | \$820,472.86 | \$1,518,170.00 | \$1,511,679.02 | \$811,715.00 | \$671,317.55 | \$1,562,300.00 | \$5,358.60 | \$821,073.00 | \$0.00 |
| Dues-Income | \$220,000.00 | \$1,718.34 | | | | \$0.00 | | | | | | |
| Dues/Teams | | \$124,678.00 | | | \$125,000.00 | \$129,831.00 | | | \$125,000.00 | \$28,782.00 | | |
| Enrollment | | \$91,606.48 | | | \$94,000.00 | \$95,857.15 | | | \$94,000.00 | \$20,312.42 | | |
| Dues/ CIF | | | | | \$2,000.00 | Included #22 | | | | | | |
| Home | | | | | \$2,500.00 | \$2,353.80 | | | | | | |
| Revenue Share | | \$3,103.00 | | | | \$2,353.80 | | | | | | |
| Lackey Expense | \$1,000.00 | \$1,400.00 | \$36,000.00 | \$33,133.32 | \$10,000.00 | \$9,727.00 | \$36,000.00 | \$30,000.00 | \$36,000.00 | | \$36,000.00 | |
| Lackey GVB | \$10,000.00 | \$8,710.50 | | | \$20,000.00 | \$18,862.55 | | | \$9,700.00 | | | |
| Lackey BB | \$20,000.00 | \$8,533.00 | | | | \$1,263.50 | | | \$18,800.00 | | | |
| Lackey BVB | | | | | | | | | \$1,500.00 | | | |
| Hall of Fame | \$7,500.00 | \$6,464.74 | \$10,000.00 | \$21,211.10 | | | \$1,000.00 | \$1,500.00 | \$0.00 | | \$0.00 | |
| Women/Sports | | \$0.00 | | \$0.00 | \$5,000.00 | \$7,830.00 | | \$8,059.80 | \$0.00 | | \$0.00 | |
| Ballet Golf | \$10,000.00 | \$8,756.00 | \$7,000.00 | \$5,681.28 | \$12,000.00 | \$96.50 | \$5,681.28 | \$199.00 | \$0.00 | | \$0.00 | |
| State Market | \$145,000.00 | \$105,020.02 | | | \$89,954.00 | \$89,432.82 | | | \$0.00 | | \$0.00 | |
| State Excess | | \$11,551.00 | | | | \$7,047.00 | | | \$89,931.53 | | | |
| Section Market | \$93,000.00 | \$97,750.00 | | \$4,222.27 | \$105,500.00 | \$32,250.00 | | \$3,439.25 | \$109,741.00 | | \$17,296.00 | \$5,450.00 |
| Rule Books | \$18,000.00 | \$17,290.28 | \$26,000.00 | \$24,372.15 | \$18,000.00 | \$17,780.00 | \$21,000.00 | \$24,388.02 | \$17,325.00 | \$9,582.00 | \$17,296.00 | \$12,318.63 |
| Awards | \$500.00 | \$90.00 | \$1,500.00 | \$1,871.11 | \$100.00 | \$150.00 | \$2,200.00 | \$888.94 | | | \$500.00 | \$838.75 |
| Appeals | | \$300.00 | \$500.00 | \$544.50 | | \$150.00 | | \$235.32 | | | | |
| Fines | | \$300.00 | | | | \$2,100.00 | | | | | | |
| Merch - General | | \$6,470.24 | | \$8,343.26 | \$6,000.00 | \$4,172.41 | \$4,500.00 | \$3,136.99 | \$4,000.00 | | \$4,500.00 | |
| Merch - Resale | | | | \$14,117.36 | | | \$14,000.00 | \$6,492.97 | | | | |
| Programs | | | | | | | | | | | | |
| Wrestling | | | | | | | | | | | | |
| Assessors / | \$15,000.00 | \$10,212.00 | \$5,000.00 | \$10,740.19 | \$13,000.00 | \$13,255.00 | \$4,500.00 | \$4,580.00 | \$12,000.00 | \$4.85 | \$1,500.00 | |
| Interest Income | \$75.00 | \$43.72 | | \$597.66 | \$50.00 | \$20.99 | | | \$30.00 | | | |
| Postal Refund | | \$3,948.42 | | | | | | | | | | |
| Misc. Inc/Exp | | \$18.21 | | \$1,783.87 | | \$2,850.34 | | \$2,996.77 | | | | \$1.60 |
| Message | | | \$47,000.00 | | | | | | | | | |
| Mortgage Prin | | | | \$17,232.26 | | | \$17,232.26 | \$18,037.18 | | | \$17,232.26 | \$3,094.59 |
| Mortgage Int | | | | \$26,617.30 | | | \$26,617.30 | \$25,812.38 | | | \$26,617.30 | \$4,213.67 |
| Building Maint | | | \$7,500.00 | \$5,347.04 | | | \$4,500.00 | \$4,938.62 | | | \$4,500.00 | \$630.00 |
| Salaries | | \$603,960.00 | | \$427,285.98 | | | \$398,774.10 | \$413,499.39 | | | \$441,582.00 | \$50,200.71 |
| Employee Net | | | | | | | | | | | | |
| Employee | | | | | | | | | | | | |
| Deductions: | | | | \$189,629.99 | | | \$183,947.28 | \$186,391.43 | | | | \$24,194.46 |
| Employer Tax | | \$49,368.00 | | \$45,570.80 | | | \$46,972.07 | \$44,833.21 | | | \$35,517.00 | \$5,518.70 |
| Payroll Fees | | \$3,000.00 | | \$2,505.81 | | | \$2,600.00 | \$2,926.97 | | | \$2,700.00 | \$907.09 |
| Benefits-Current | | \$134,927.00 | | \$124,646.00 | | | \$117,664.00 | \$77,530.00 | | | \$65,181.00 | \$10,844.00 |
| Benefits-Retired | | \$65,000.00 | | \$56,640.00 | | | \$56,640.00 | \$56,640.00 | | | \$56,640.00 | \$8,106.00 |
| Pers Employer | | \$53,753.00 | | \$48,865.41 | | | \$59,560.00 | \$54,275.86 | | | \$48,711.00 | \$8,537.82 |
| Pers Unfunded | | \$18,285.00 | | \$31,980.00 | | | \$41,780.84 | \$42,480.40 | | | \$48,000.00 | \$9,060.90 |

Notes

32. Website Costs for Section Website

| | 2018-19 Budgeted Income | 2018-19 Actual Income | 2018-19 Budgeted Expenses | 2018-19 Actual Expenses | 2019-20 Budgeted Income | 2019-20 Actual Income | 2019-20 Budgeted Expenses | 2019-20 Actual Expenses | 2020-21 Budgeted Income | 2020-21 Actual Income | 2020-21 Budgeted Expenses | 2020-21 Actual Expenses |
|------------------------------------|-------------------------|-----------------------|---------------------------|-------------------------|-------------------------|-----------------------|---------------------------|-------------------------|-------------------------|-----------------------|---------------------------|-------------------------|
| INCOME AND EXPENSES CONT'D: | | | | | | | | | | | | |
| Insurance | | | | | | | | | | | | |
| Worker Comp | | | \$11,500.00 | \$2,037.12 | | | | \$7,800.00 | | | \$8,000.00 | \$2,204.43 |
| Disability | | | | \$1,299.00 | | | | \$1,524.00 | | | \$1,140.00 | \$309.50 |
| Liability | | | | \$2,724.00 | | | | \$2,724.00 | | | \$2,805.82 | |
| Life Insurance | | | | \$1,800.00 | | | | \$1,800.00 | | | \$3,000.00 | \$500.00 |
| Mtg General | | | \$25,000.00 | \$460.68 | | | | \$87.19 | | | | |
| Admin | | | | \$3,865.76 | | | | \$4,371.14 | | | \$4,400.00 | |
| Workshop | | | | \$30.14 | | | | \$33.50 | | | | |
| Administrative | | | | \$7,141.00 | | | | \$4,612.94 | | | \$2,500.00 | |
| Meeting: BOM | | | | \$6,423.64 | | | | \$340.17 | | | \$5,000.00 | |
| CSADA Mtg | | | | \$471.15 | | | | \$715.99 | | | \$1,200.00 | |
| Executive Cmte | | | | \$996.32 | | | | \$557.46 | | | \$1,000.00 | |
| Fed Council Mtg | | | | \$370.94 | | | | \$198.02 | | | \$300.00 | |
| FB Advisory | | | | \$16,798.38 | | | | \$2,730.60 | | | \$0.00 | |
| New AD Mtg | | | | \$3,563.66 | | | | \$3,175.67 | | | \$0.00 | |
| NFHS Mtg | | | | \$544.29 | | | | \$230.60 | | | \$0.00 | |
| NFHS 7/8 Mtg | | | | \$0.00 | | | | \$105.87 | | | \$3,000.00 | |
| Playoff Mtg | | | | \$1,674.65 | | | | \$1,422.58 | | | \$1,600.00 | |
| ReAlign Mtg | | | | \$586.31 | | | | \$359.12 | | | \$0.00 | |
| Seedling Mtg | | | | \$123.00 | | | | \$43.08 | | | \$0.00 | |
| SIS Commish | | | | \$145.00 | | | | \$130.50 | | | \$0.00 | |
| Mtg | | | | \$2,898.14 | | | | \$8.89 | | | \$1,500.00 | |
| Media Day Mtg | | | | \$53.70 | | | | \$600.00 | | | \$0.00 | |
| Adobe Cmte: All | | | | \$1,139.03 | | | | \$8.10 | | | \$0.00 | |
| State Commish | | | | \$5,229.45 | | | | \$5,376.00 | | | \$5,398.00 | \$898.50 |
| Model Coach | | | | \$4,323.62 | | | | \$3,500.00 | | | \$6,000.00 | \$316.84 |
| State FB Mtg | | | | \$35,715.25 | | | | \$32,000.00 | | | \$40,216.00 | \$9,352.84 |
| Mtg Mileage | | | \$1,000.00 | \$1,442.00 | | | | \$1,544.38 | | | \$1,500.00 | \$1,479.00 |
| Office Expense | | | \$22,000.00 | \$3,557.91 | | | | \$2,668.64 | | | \$2,500.00 | \$1,289.38 |
| Copy Mich. Lee | | | \$6,000.00 | \$5,357.75 | | | | \$5,000.00 | | | \$5,000.00 | \$834.00 |
| Copy Supplies | | | \$3,000.00 | \$1,609.71 | | | | \$500.00 | | | \$500.00 | |
| Phone/IT/ Dish | | | \$20,000.00 | \$6,186.38 | | | | \$7,000.00 | | | \$7,500.00 | \$1,443.54 |
| Printing | | | \$2,500.00 | \$2,562.37 | | | | \$2,562.00 | | | \$2,562.00 | \$402.12 |
| Office Supply | | | | \$22,293.65 | | | | \$23,127.74 | | | \$25,000.00 | \$11,577.48 |
| Buses/ | | | | \$512.46 | | | | \$534.16 | | | \$500.00 | |
| Subscriptions | | | | \$5,893.79 | | | | \$4,311.81 | | | \$4,900.00 | \$772.20 |
| Postage | | | | \$400.57 | | | | | | | \$0.00 | |
| Utilities | | | | \$0.00 | | | | | | | | |
| Alarms - | | | | \$2,000.00 | | | | | | | | |
| Burglar/Fire | | | | \$3,500.00 | | | | | | | | |
| Licenses & Other | | | | \$7,500.00 | | | | | | | | |
| Taxes | | | | \$2,562.37 | | | | | | | | |
| Bank Charges | | | | \$22,293.65 | | | | | | | | |
| Office Clean | | | | \$512.46 | | | | | | | | |
| Admin/Miles | | | | \$5,893.79 | | | | | | | | |
| Sales Tax | | | | \$400.57 | | | | | | | | |
| Auditors | | | \$2,000.00 | \$0.00 | | | | | | | | |
| Consultants | | | \$14,000.00 | \$20,500.00 | | | | \$15,500.00 | | | \$18,000.00 | \$4,800.00 |
| Legal | | | \$1,000.00 | \$8,492.00 | | | | | | | \$30,000.00 | |
| | | | \$2,000.00 | \$996.23 | | | | \$126.29 | | | \$1,000.00 | |

NOTES

92: First CIF Home Payment

NOTES

**C I F Sac-Joaquin Section
Transaction Report**

July - August, 2020

| Date | Name | Memo/Description | Amount |
|-------------------|-------------------------|---|---------------------|
| Prior Year income | | | |
| 07/02/2020 | PlayOn Sports | Sponsorship/Rights Fees for 2019-20 | 46,350.00 |
| 08/04/2020 | Natomas | Natomas Paid Wrestling Gate Receipts in August 2020 | 3,727.00 |
| 08/04/2020 | Natomas | Natomas Soccer Winter Playoff 2 games Paid in August 2020 | 1,147.00 |
| 08/06/2020 | Langston Hughes Academy | Payment for 2019-20 Basketball Playoff Game | 455.00 |
| 08/06/2020 | Langston Hughes Academy | Site Allowances for Prior Year playoff Game | -140.00 |
| 08/17/2020 | Los Banos | Los Banos Boys VB Foundation Game from March 2, 2020 and received 8/17/2020 | 40.00 |
| 08/27/2020 | Bear Creek High School | Soccer Playoff Gate Incomes and Foundation Boys VB Gate Income not paid prior to 6/30/20. | 1,286.00 |
| TOTAL | | | \$ 52,865.00 |
| | | | \$ 52,865.00 |

Monday, Aug 31, 2020 09:09:53 AM GMT-7 - Accrual Basis



CALIFORNIA INTERSCHOLASTIC FEDERATION
STATE MEDIA RELEASE

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Contact: Rebecca Brutlag
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August 3, 2020

California High School Sports Participation at All-Time High for Eighth Consecutive Year
815,313 Student-Athletes Participating Throughout the State

SACRAMENTO, CALIF. – Education-based athletics participation continues to increase in California and is at an all-time high for the eighth consecutive year according to the 2019-20 California Interscholastic Federation (CIF) Sports Participation Survey. Up by 0.16% since the previous 2018-19 survey, 815,313 student-athletes are competing in education-based athletic programs in California.

“We are encouraged to see steady growth in education-based athletics,” states CIF Executive Director Ron Nocetti. “The CIF looks forward to continuing this trend and will remain focused on its goals of expanding participation opportunities for girls as well as providing additional opportunities for all students at our member schools.”

Along with the overall participation increase in education-based athletics, there were a few sports that saw noticeable increases across both genders. Of the top 10 sports, volleyball saw the largest percentage increase, a combined 2.68% or 1,830 more participants, followed by track and field with a 2.03% or 2,050 more participants, and swimming and diving with a 1.07% increase or 552 more participants.

Football (11-player) continues to lead the top 10 boys’ sports with 89,756 participants which decreased by 1.69% or 1,549 participants. Track and field (57,302) is the second most popular sport, which increased by 3.55%, followed by soccer (55,036), basketball (47,675), and baseball (45,132) which increased by 1.77%. Additionally, boys’ volleyball participation increased by 5.99%, as well as boys’ lacrosse, which increased by 4.71%.

For girls, soccer captured the top spot for the fifth consecutive year with 48,647 participants. Volleyball came in second (46,495), which increased participation by 1.08%, followed by track and field with 45,318 participants. Basketball (34,368) and softball (32,502) rounded out the top five girls’ sports. Girls’ lacrosse saw a notable 9.11% increase (10,737), taking over the 10th most popular sport for girls, while girls’ wrestling continues to grow with 6,446 participants for a 7.18% increase.

The CIF’s 1,606-member schools were asked to participate in the survey as part of the National Federation of State High School Associations (NFHS) nationwide survey that measures the number of students competing in sports in the country.

A chart indicating results from the last nine participation surveys follows. Only CIF-approved sports are listed individually. Also, a summary of the top 10 sports by gender, based on participation numbers, can be located on subsequent pages.

– more –

BOYS' PARTICIPATION BREAKDOWN

| SPORT | BOYS 2012 | BOYS 2013 | BOYS 2014 | BOYS 2015 | BOYS 2016 | BOYS 2017 | BOYS 2018 | BOYS 2019 | BOYS 2020 |
|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Badminton | 3,924 | 3,585 | 3,604 | 3,651 | 3,958 | 3,820 | 3,964 | 3,830 | 4,100 |
| Baseball | 43,236 | 43,253 | 43,482 | 44,361 | 44,131 | 43,913 | 44,477 | 44,347 | 45,132 |
| Basketball | 43,989 | 43,766 | 44,097 | 44,809 | 45,685 | 46,114 | 47,584 | 48,111 | 47,675 |
| Cheer-Trad.Com. | --- | --- | --- | --- | --- | **147 | 639 | 766 | 606 |
| Cheer-Com. Sport | --- | --- | --- | --- | --- | **35 | 272 | 264 | 281 |
| Cross Country | 29,130 | 29,583 | 29,987 | 29,415 | 29,632 | 31,830 | 32,951 | 31,880 | 31,902 |
| Field Hockey | 67 | 195 | 92 | 51 | 1 | 2 | 0 | 150 | 38 |
| Football 11-player | 103,088 | 102,505 | 103,464 | 103,725 | 100,205 | 97,079 | 94,286 | 91,305 | 89,756 |
| Football 8-player | 2,168 | 2,114 | 2,247 | 2,437 | 1,928 | 2,124 | 2,088 | 2,068 | 2,264 |
| Golf | 11,027 | 11,062 | 10,986 | 11,032 | 10,828 | 10,523 | 10,672 | 11,023 | 10,579 |
| Gymnastics | 62 | 36 | 36 | 57 | 13 | 14 | 1 | 5 | 7 |
| Lacrosse | 8,567 | 8,813 | 9,091 | 9,294 | 9,264 | 9,569 | 9,684 | 10,189 | 10,669 |
| Skiing | 616 | 564 | 595 | 596 | 428 | 474 | 503 | 576 | 511 |
| Soccer | 47,753 | 47,861 | 48,564 | 49,307 | 52,266 | 52,795 | 53,262 | 54,996 | 55,036 |
| Softball | 107 | 226 | 172 | 18 | 13 | 37 | 99 | 1,712 | 1,396 |
| Swimming & Diving | 22,339 | 22,971 | 23,075 | 23,393 | 21,971 | 22,004 | 22,872 | 21,822 | 22,214 |
| Tennis | 19,342 | 19,039 | 18,931 | 19,007 | 18,771 | 18,834 | 18,737 | 19,230 | 18,956 |
| Track and Field | 54,319 | 55,221 | 54,062 | 54,854 | 55,877 | 56,032 | 56,606 | 55,335 | 57,302 |
| Volleyball | 15,876 | 15,926 | 16,242 | 16,553 | 18,173 | 19,676 | 20,790 | 22,224 | 23,556 |
| Water Polo | 15,694 | 16,377 | 16,263 | 16,509 | 16,634 | 16,780 | 17,143 | 17,304 | 16,584 |
| Wrestling | 27,665 | 27,634 | 27,461 | 26,327 | 23,969 | 22,385 | 22,441 | 22,602 | 22,623 |
| Other** | 7,962 | 7,164 | 7,412 | 8,745 | 11,148 | 10,353 | 12,919 | 10,989 | 9,780 |
| Total | 448,971 | 450,729 | 452,452 | 455,396 | 453,747 | 454,005 | 459,171 | 459,739 | 461,187 |

Whenever a school provides only a team for boys in a particular sport, girls are permitted to qualify for the "student" team(s).

**Note: As part of the NFHS survey, the CIF measures participation in all sports and activities. The above list does not comprise all sports/activities sponsored by schools and required in the NFHS survey.

| Top 10 Boys Sports | Participants | Increase or Decrease (Since 2019) |
|----------------------|--------------|--------------------------------------|
| 1. Football | 89,756 | -1.69% |
| 2. Track & Field | 57,302 | +3.55% |
| 3. Soccer | 55,036 | +0.07% |
| 4. Basketball | 47,675 | -0.90% |
| 5. Baseball | 45,132 | +1.77% |
| 6. Cross Country | 31,902 | +0.06% |
| 7. Volleyball | 23,556 | +5.99% |
| 8. Wrestling | 22,623 | +0.09% |
| 9. Swimming & Diving | 22,214 | +1.79% |
| 10. Tennis | 18,956 | -1.42% |

- more -

GIRLS' PARTICIPATION BREAKDOWN

| SPORT | GIRLS 2012 | GIRLS 2013 | GIRLS 2014 | GIRLS 2015 | GIRLS 2016 | GIRLS 2017 | GIRLS 2018 | GIRLS 2019 | GIRLS 2020 |
|--------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| Badminton | 4,994 | 4,806 | 5,012 | 5,049 | 5,056 | 5,005 | 5,302 | 5,026 | 5,311 |
| Baseball | 307 | 448 | 323 | 503 | 406 | 283 | 367 | 418 | 257 |
| Basketball | 35,133 | 33,411 | 33,443 | 33,988 | 34,386 | 34,222 | 34,631 | 35,902 | 34,368 |
| Cheer-Trad.Com. | --- | --- | --- | --- | --- | **367 | 9,212 | 10,342 | 9,920 |
| Cheer-Com. Sport | --- | --- | --- | --- | --- | **101 | 3,847 | 5,362 | 5,777 |
| Cross Country | 23,758 | 24,362 | 25,192 | 24,775 | 25,110 | 25,600 | 25,377 | 24,208 | 24,010 |
| Field Hockey | 3,345 | 3,431 | 3,329 | 3,337 | 3,341 | 3,695 | 3,692 | 4,058 | 4,097 |
| Football 11-player | 273 | 232 | 252 | 237 | 333 | 420 | 469 | 593 | 534 |
| Football 8 -player | 44 | 22 | 48 | 29 | 47 | 38 | 27 | 17 | 30 |
| Golf | 6,918 | 6,985 | 6,951 | 7,161 | 7,531 | 8,044 | 8,506 | 8,862 | 8,749 |
| Gymnastics | 1,018 | 1,091 | 1,076 | 958 | 799 | 825 | 760 | 772 | 744 |
| Lacrosse | 5,432 | 5,736 | 6,039 | 6,571 | 7,555 | 8,495 | 8,880 | 9,840 | 10,737 |
| Skiing | 446 | 363 | 371 | 404 | 291 | 302 | 304 | 354 | 301 |
| Soccer | 43,391 | 43,282 | 43,820 | 44,809 | 46,778 | 47,139 | 47,186 | 49,342 | 48,647 |
| Softball | 32,659 | 32,097 | 32,238 | 32,904 | 33,366 | 33,265 | 33,400 | 32,233 | 32,502 |
| Swimming & Diving | 28,182 | 28,280 | 28,496 | 29,192 | 29,016 | 29,722 | 31,161 | 29,576 | 29,736 |
| Tennis | 22,527 | 22,210 | 22,270 | 22,704 | 22,585 | 23,077 | 23,428 | 23,546 | 23,910 |
| Track and Field | 43,727 | 44,200 | 44,567 | 45,433 | 45,974 | 46,276 | 46,327 | 45,235 | 45,318 |
| Volleyball | 40,471 | 40,271 | 40,751 | 41,783 | 43,423 | 44,526 | 45,139 | 45,997 | 46,495 |
| Water Polo | 14,239 | 14,418 | 14,393 | 14,655 | 15,407 | 15,913 | 16,085 | 16,568 | 16,237 |
| Wrestling | 2,016 | 2,099 | 2,286 | 2,771 | 4,105 | 4,505 | 5,286 | 6,014 | 6,446 |
| Other** | 32,234 | 32,052 | 33,130 | 37,318 | 40,610 | 46,686 | 35,383 | 36,152 | 34,655 |
| Total | 308,879 | 307,745 | 310,854 | 317,263 | 325,509 | 331,352 | 349,386 | 354,265 | 354,126 |

Whenever a school provides only a team for boys in a particular sport, girls are permitted to qualify for the "student" team(s).

**Note: As part of the NFHS survey, the CIF measures participation in all sports and activities. The above list does not comprise all sports/activities sponsored by schools and required in the NFHS survey.

| Top 10 Girls Sports | Participants | Increase or Decrease (Since 2019) |
|----------------------|--------------|--------------------------------------|
| 1. Soccer | 48,647 | -1.40% |
| 2. Volleyball | 46,495 | +1.08% |
| 3. Track & Field | 45,318 | +0.18% |
| 4. Basketball | 34,368 | -4.27% |
| 5. Softball | 32,502 | +0.83% |
| 6. Swimming & Diving | 29,736 | +0.54% |
| 7. Cross Country | 24,010 | -0.81% |
| 8. Tennis | 23,910 | +1.54% |
| 9. Water Polo | 16,237 | -1.99% |
| 10. Lacrosse | 10,737 | +9.11% |



The NFHS Voice



While Total 2019-20 Participation is Unavailable, High School Football Shows Promising Results

Dr. Karissa L. Niehoff, NFHS Executive Director

 @KarissaNFHS

Normally at this time of year, the NFHS releases the latest figures from its annual High School Athletics Participation Survey. One of the most important and successful endeavors in the organization's history, the NFHS has collected participation data through its 51 member state associations annually since 1971.

Before the 2018-19 school year, the number of participants in high school sports had increased for 29 consecutive years. Despite the first decline last year since 1988, we anticipated a quick turnaround in 2019-20 because of the continued strength of education-based high school athletics programs across the country.

There were encouraging reports last fall that football participation numbers were headed in a more positive direction. Interest in other fall sports continued to be at a high level, and winter sports were experiencing tremendous success. Then came the pandemic in mid-March, which shut down all high school sports competition.

Two-thirds of the states were unable to complete state basketball tournaments, and participants in the traditional spring sports of baseball, softball, track and field, and lacrosse – in most cases – were never able to take the field.

With spring sports unable to even get off the ground, state associations could not compile comprehensive surveys of sports participation for the 2019-20 school year. As a result, for the first time in the 50-year history of the survey, the NFHS is unable to release its annual summary of high school sports participation.

However, there is a silver lining to report. Though complete statistics are unavailable, numbers from a couple of sports last fall were obtained; and the optimism surrounding a positive trend in football participation came to fruition.

After annual declines of 23,311, 20,540 and 30,829 the past three years, participation by boys in high school 11-player football in 2019 dropped by only 2,489 – from 1,006,013 to 1,003,524. These numbers suggest to us that parents are appreciative of the risk minimization efforts that have been put in place. Every state has enacted rules that limit the amount of contact before the season and during practice, and every state has established concussion protocols and laws.

Participation in 11-player football reached an all-time high of 1,112,303 in 2008-09, and except for 2013-14, has declined every year since; however, this year's decline is the smallest in 10 years.

The continued enthusiasm for football has been evident this fall – even amid the COVID-19 pandemic. State associations have worked with government, education and health leaders to do everything possible to offer the sport at some time during the 2020-21 season.

Some of the 34 states that are conducting football this fall have started play, and there is a special sense of gratitude on the part of students, coaches, officials and fans for the opportunity. While there may be pauses with some players and teams quarantined, and while 17 other states will not play until later in the school year, the excitement and anticipation of Friday Night Lights continues.

In addition to football, girls volleyball continued its tremendous growth last fall, increasing by 9,751 participants for a total of 462,559. In the past 10 years, the sport has added 60,000 participants and has passed basketball as the No. 2 sport for girls behind track and field.

Though a complete participation report for 2019-20 will not be available due to the loss of spring sports, totals on more fall and winter sports from 2019-20 will be formulated in the coming weeks. Judging from the early returns, it appears the past year's participation numbers would have started the NFHS on a new streak of record participation if spring sports had not been cancelled.

Most likely, next year's participation survey will be anything but ordinary as well. Vermont is playing 7-on-7 football and outdoor volleyball; football is set for winter or spring in 17 states; volleyball and soccer have been pushed into 2021 in a number of states; and spring sports may not finish until late June or early July in other states.

Regardless of the challenges in compiling participation statistics in 2020-21, the opportunity and desire to participate in all education-based activities remain.

Dr. Karissa L. Niehoff is starting her third year as executive director of the National Federation of State High School Associations (NFHS) in Indianapolis, Indiana. She is the first female to head the national leadership organization for high school athletics and performing arts activities and the sixth full-time executive director of the NFHS, which celebrated its 100th year of service during the 2018-19 school year. She previously was executive director of the Connecticut Association of Schools-Connecticut Interscholastic Athletic Conference for seven years.



The NFHS Voice



With Safety Measures in Place, Students Need Sports and Performing Arts for Mental and Emotional Wellness

Dr. Karissa L. Niehoff, NFHS Executive Director

It's decision time in our nation's schools. Will the 56 million-plus students in K-12 schools be able to return to the classroom for the first time since March or continue with their distance-learning format from home? And, will the 12 million participants in high school activity programs be able to take the field, court or stage? If only there were clear-cut answers to these questions.

State association, education and government leaders are having a difficult time answering these questions as there is no one-size-fits-all solution. During the past four months, we have seen different parts of the country affected more than

others at any given time, so one state's plan may look different than another based on the current spread of the virus.

Although there will be areas of the country where a return to the classroom and to activity programs may be delayed due to spiking COVID-19 cases, we believe the resumption of in-person classes, sports and other activities is crucial to the growth, development, and mental and emotional wellness of our nation's youth.

In March, as difficult as it was, a complete shutdown of activities was necessary to slow the spread of the virus while mitigation efforts were put in place. However, the cessation of in-person classes and education-based sports and performing arts – a cocurricular endeavor – has come at a cost. With the health and safety of everyone at the forefront, students need to return to schools.

In a study conducted by the University of Wisconsin's School of Medicine after the March shutdown of schools, 68 percent of the state's student-athletes reported symptoms of depression by May. Dr. Tim McGuine, University of Wisconsin researcher who serves on the NFHS Sports Medicine Advisory Committee, said about 65 percent of Wisconsin student-athletes reported anxiety symptoms due to COVID-19 closures.

This study confirms that involvement in high school sports and activities is absolutely vital to the social, emotional and mental health of high school students. So, with the realization that another shutdown would bring much pain and grief to our nation, how do schools continue to provide in-person learning opportunities amid the COVID-19 pandemic?

First, there must be a realization that the pandemic is far from over. As a result, in order to conduct sports and other activity programs in a safe manner, it will take a resolve on the part of everyone to keep going and keep trying. Things will not look the same as in the past. And there should be an abundance of care for coaches, administrators, officials and others who are more susceptible to the virus than the students. But a return to play must be done with a positive and informed perspective to keep these programs going. We need to be in the moment and working together.

Our member state associations deserve a shout-out for their tremendous effort in working with governors and local and state health leaders. Currently, there are eight states that have pushed back the start of the fall season – some due to mandates from state government – but they are all committed to offering some type of activities this fall if possible. While the high-risk sports may have to be delayed, state association leaders are trying to find the safest ways for students to be involved in activities this fall.

As we mentioned a couple of weeks ago, this will only happen TOGETHER and UNITED. Masks must be worn, and social distancing must be enforced at all times. But if we work TOGETHER and UNITED and think about the other person, we can provide students a chance to return to these vital activities.

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The NFHS Voice



Never Say Never for Conducting Fall High School Sports, Performing Arts

Dr. Karissa L. Niehoff, NFHS Executive Director

 @KarissaNFHS

The strangest beginning to a high school sports season in recent memory continues across the country. In some states, sports and other activity programs have been underway for several weeks. In other states, discussions continue on a fall starting date for some higher-risk sports. And in seven states plus the District of Columbia, the starting date for all sports has been pushed farther into the school year.

The swing of emotions continued last week as state associations, in concert with state government, health and education leaders, continued to reassess the need for students' involvement in school activities and adjust their plans to the ever-changing situations related to the coronavirus.

On the positive side, cheers and high-fives (among family members) were in order in Michigan, where football, soccer and volleyball were reinstated for the 2020 fall season after initially being moved to spring. Details of the Michigan High School Athletic Association's latest changes, along with return-to-play plans for all states, are available on the [Sports Seasons Modifications Map](#) on the NFHS website.

And on Tuesday, Colorado Governor Jared Polis said the state is giving the green light to reconsider moving high school football back to the fall after it was pushed to the spring in early August. The Colorado High School Activities Association will be making a decision tomorrow on the possible return of football to the fall season.

The news was not as positive in Connecticut and Rhode Island, however. In Connecticut, the Connecticut Interscholastic Athletic Conference cancelled football for the fall season on the recommendation of the Connecticut Department of Public Health. With no plans for playing football in the spring, the CIAC is developing some lower-risk options for players this fall. Volleyball will be allowed in Connecticut this fall, although in New Jersey, opposite plans have been developed – football will be played this fall while girls volleyball has been moved to the spring.

In response to the governor's orders, the Rhode Island Interscholastic League is moving football and girls volleyball to the spring season. In two other Northeast states – Maine and New York – discussions about playing higher-risk sports this fall continue.

At the local level in the Olathe (Kansas) School District, there was an interesting twist to the subject of allowing sports to be played if students are

learning virtually. In that suburban Kansas City school district, football will be allowed this fall ONLY if students are learning virtually throughout the season. Borrowed from the Wichita (Kansas) School District, this plan mimics the bubble concept of professional basketball and hockey.

Many states, many plans and approaches. There are no single right or wrong decision made by school districts, state associations and state government, health and education leaders. However, with some of the recent developments, perhaps the new motto should be “never say never.” While decisions to delay fall sports until later in the year were made in some states many weeks ago, changes in COVID-19 positivity rates may allow for reconsideration of decisions.

Because of the value of these programs – sports, speech, music, theatre – to the more than 12 million high school participants, we must continue to remain hopeful and look for new opportunities for students to connect through high school activity programs.

While these programs may have to be conducted differently in the COVID-19 time with social distancing, masks and enhanced hygiene precautions, they are just as important as the classroom work. Sports and other activity programs bring people together. Everyone on the team is accepted. Everyone on the team is integral to its success.

In high school sports, no team member is less significant than another. All members of the team work together. They shed tears together, they heal together, and they laugh and celebrate together.

We understand and support that health concerns related to COVID-19 must come first, but every opportunity possible for high school students to engage in sports and performing arts should remain on the table.

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