



**CALIFORNIA INTERSCHOLASTIC FEDERATION
NORTHERN SECTION**

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**Northern Section Executive Committee
13301 Baker Rd. Red Bluff
Wednesday July 29, 2009
9 AM**

Please post in an appropriate location

Agenda

- I. Opening Business (Doug Kaelin)
 - A. Call to Order
 - B. Roll Call and Introductions
 - C. Adopt the Agenda
 - D. Public Input

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-Northern Section, will be heard at this time.

- II. Communications (Doug Kaelin, Liz Kyle)

- III. Consent Calendar(Doug Kaelin)
 - A. Approval of Executive Committee Minutes (April 1, 2009)
 - B. Approval of Board of Managers Minutes (May13, 2009)
 - C. Checklist (April 1, 2009)

- IV. Action Items

A. 2009-10 Proposed Budget	Discussion/Action
B. Baseball RFP	Discussion/Action
C. Approve Employee Handbook	Discussion/Action
D. Recommend a Chair for Field Hockey	Discussion/Action
E. Recommend a Chair for Tennis	Discussion/Action
F. Bylaw 301.2 D	Discussion/Action
G. Appoint National Conference Women’s Rep	Discussion/Action

- V. Reports
 - A. Presidents (Doug Kaelin)
 - 1. Spring Champions

 - B. Commissioner (Liz Kyle)
 - 1. Past Due Bills- Probation/suspension
 - 2. Football Bowl enrollment numbers
 - 3. D and O coverage
 - 4. NFHS wrestling weight class information

5. NFHS Tournament Sanctions
6. New Transfer Forms
7. Non- Compliance Sanction – 1 yr
8. Task Force meeting Sept 16, 2009
9. Hearing Panel Report
10. State Eligibility Committee
11. State Office new location
12. Administrative Workshop
13. Other

C. Federated Council (Ray Odom, Dave Contreras, Kim Wheeler)

1. Update
2. Other

D. Playoff Committee (Tom Barnet, Liz Kyle)

- 1.

E. Realignment (?)

- 1.

F. Athletic Director (Troy Wellington)

1. NSADA Conference (November 17, 2009-Holiday Inn, Redding)
2. CSADA Conference (April 20-25, 2010 Reno, Nv.)
3. NIAAA Conference (December)

G. State Task Force (Rick Stout and Randy Gilzean)

VI. Announcements

VI. Adjournment

VII. Closed Session

1. Public Employee's Evaluations (Gov't Code 54957)
2. Labor Negotiations (Gov't Code 54957.6)

VIII. Reconvene to Open Session

Report actions Taken in closed session



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**Northern Section Executive Committee
13301 Baker Rd. Red Bluff
Wednesday April 1, 2009 - 9:00 A. M.**

Minutes

- IX. Opening Business (Jim Cloney)
 - A. The April 1, 2009 Executive Committee was called to order at 9:05.
 - B. Roll Call and Introductions
 - C. Adopt the Agenda **m/s/c**
 - D. Public Input
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-Northern Section, will be heard at this time. There was no public input at this time

- X. Communications (Jim Cloney, Liz Kyle)
 - A. Covenant Chapel Bible Study desires inclusion for tennis
 - B. Stellar Charter assumed they are included in the NSCIF for 2009-2010
 - C. Baseball ejections
 - D. Winters Soccer ineligible player due to club competition
 - E. Mercy coach contacted players 510 needed for all students who were contacted
 - F. Football idea proposed
 - G. Softball officials – JV tourney did not use Section officials

- XI. Consent Calendar(Jim Cloney) **m/s/c**
 - A. Approval of Executive Committee Minutes (January 28, 2009)
 - B. Approval of Board of Managers Minutes (March 3, 2009)
 - C. Checklist (January 28, 2009 to date)

- XII. Action Items
 - A. Anderson New Technology High School Inclusion-Steve Main **m/s/c**
Individual sports at this time. Soccer will be a co-ed team.
 - B. Sports Chairs **m/s/c**
 - C. Lifetime Passes **m/s/c**

Steve Connolly	Wade Heldreth
Mike Moynahan	Jim Isabell
Sondra Dovell	Ron Mosher (media)
Don Minto	Mary Ann Harrison
Dave Pilger	Tim Gallagher
Jerry Thomas	Pat Tucker
Dan Humphers	Charlotte Ross
Ron Woolery	Howard McCartin

- D. Federated Council Male Rep. – Ray Odom **m/s/c**
- E. 2009-2010 NSCIF Meeting Dates **m/s/c**
 Discussion – Three Board of Managers meetings
 Drop December meeting, move March meeting to February 10, 2010. This is done to save schools the expense.
 Discussion – Keep four Executive Committee Meetings, but allow to be cancelled if agenda allows
- F. Annual Calendar **m/s/c**
 5 floating days
- G. Constitution Editorial Changes **m/s/c**
 Bylaw 600
 - Include how games are counted for penalties **m/s/c**
 - 301.2 D. Baseball tournaments during spring break, JV up to Varsity for pitching rule, then back down to JV level – Baseball Pitching limitation only
 - Exception specific to Tournaments during Spring Break
 - Constitutional Change: Baseball and Softball – bring up JV players for any position during your School’s scheduled Spring Break Tournaments – Tournaments only.
 Forwarded to Basketball and Softball Committees.
- H. Roundtable feedback
 Feedback results were discussed
 Educational component presented at the League meetings not Board of Managers meetings.
 Board of Managers not reporting back to Leagues, continue to encourage reporting
 NSCIF Hot Topics will be added
- I. 510 Prior Contact policy **Discussion/Recommendation**
 Disclose any prior contact
 Mercy High School football coach talked to 8th graders at a public Junior High Basketball tournament
 510 Advisory handouts were discussed
 Other Sections wait until after the allegation of undue influence
 Any new 10th -12th – Keep on file at school site
 Any new 9th from outside the district – Keep on file at school site
- XIII. Reports
- A. Presidents (Jim Cloney)
 1.
- B. Commissioner (Liz Kyle)
 1. Legislative visits
 Several bills have been introduced in Legislature
 Commissioner will call representatives
 Executive Committee does not support traveling to offices out of the Section.

2. CSADA meeting
Randy will take the “Coffee with the Commissioner” in San Diego meeting because of low registration
3. Multi-campus agreement due date May 31st
The application was explained
4. D and O Insurance
CIF and Sections have been cancelled.
New application from the State
5. 506 Certificated of Authorized Personnel
updated form

C. Federated Council (Ray Odom, Dave Contreras, Kim Wheeler)

1. New changes were discussed

D. Playoff Committee (Doug Kaelin, Liz Kyle)

1. Football 2010-12 Start/finish dates
Committee recommendations were discussed

E. Realignment (Tom Barnett)

- 1.

G. Athletic Director (Troy Wellington)

1. NSADA Conference (November 17, 2009-Holiday Inn, Redding)
2. CSADA Conference (April 22-26, 2009 San Diego)
3. NIAAA Conference (December)

XIV. Closed Session was called to order at 12:17

A. Labor Negotiations – Government Code 54957.6

1. Officials negotiation committee
2. Section Staff

VII. Reconvene to Open Session at 12:27

Report out any actions taken in closed session

A. Labor Negotiations

1. Officials negotiation committee
Randy Gilzean with the exception of Basketball
Ray Odom
Jim Cloney

2. Section Staff 0% increase for 2009-2010

VIII. Announcements

Red Bluff High School has decided not to water and mow the lawn any longer.

IX. Adjournment - The April 1, 2009 Executive Committee was adjourned at 12:32



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**Board of Managers - May 13, 2009
Butte Creek Country Club
Breakfast and Awards at 8:30 .a.m - Meeting approximately 10:30 a.m..
Minutes**

- I. Opening Business (Jim Cloney)
- A. The regular meeting of the Board of Managers was called to order by Jim Cloney at 10:22
 - B. Roll Call and Introductions
 - C. Adopt the Agenda **m/s/c**
 - Action 4d strike to fall meeting – pulled from agenda
 - Action 5d strike baseball report #2 – pulled from agenda
 - D. Public Input
 - 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-Northern Section, will be heard at this time.
 - There was no comment at this time.
- II. Communications (Jim Cloney, Liz Kyle)
- A. Sugar Bowl Academy requested membership.
 - They are a one sport school - Skiing
 - Did not return application
 - B. Covenant Chapel Bible Study requested membership.
 - They are a one sport school - Tennis
 - Did not return application
 - C. CBEDS are online. Taken directly from State CDE website
 - Please check them
 - D. Designation of League representatives form is now online
 - Please complete and submit to Section Office
- III. Consent Calendar (Jim Cloney) **m/s/c**
- A. Approval of Executive Committee Minutes (January 28, 2009)
 - B. Approval of Board of Managers Minutes (March 3, 2009)
 - C. Check List (March 3, 2009 to date)
 - D. Ray Odom- Federated Council Male Representative
 - E. 2009-2010 Section Calendar
 - F. 2009-2010 Meeting Dates
- IV. Action Items (For approval, discussion, recommendation, refer to committee, or table)
- A. Anderson New Technology High School Inclusion **m/s/c**
 - Board approved the sports of Tennis, Golf and Cross Country
 - West Valley and Anderson will no longer multi campus with Anderson Tech
 - Will Soccer be added? Not approved at this time.

- B. Approval of 2009-10 Sports Chairs m/s/c
- C. 2009-2011 NSCIF slate of Officers m/s/c
- E. Football Championship Play-off m/s/c

Ray Odom spoke in favor of this proposal

Federated Council proposal to expand FB bowl was defeated leaving the time off before the bowl game

State Playoff bowl game divisions make this issue potentially affect small schools more.

State Playoff bowl divisions do not match up with our divisions.

V. Reports

A. President (Jim)

Ray was re-elected Executive Committee Federated Council member

B. Commissioners (Liz)

1. Multi-Campus Agreement Date is May 31st. Must be renewed annually.

Check must be attached with agreement and mailed to the State.

2. Officials' Recruitment

Contact information for officials to be given to graduating seniors.

3. Kathleen Lynch received the Norm MacKenzie award.

C. Federated Council (Ray Odom, Kim Wheeler, Dave Contreras)

Handouts were distributed.

D. Playoff/Advisory Sports Committees (Doug Kaelin)

1. Football (Matt Hunsacker)

Explanation of the letter from the Football Committee was presented.

The NSCIF has more small public schools than other Sections in the state.

By adjusting the NSCIF Schedule to the Southern schedule, the time our schools must sit out before the State Bowl Game would be eliminated.

SCL has discussed what is best for our member schools. Moving mountain schools into the winter storm season is not in the best interest of students.

This must be done within the realignment cycle. Some schools have already scheduled into the next two years.

Process: -> Realignment -> Sports Committees then develop guidelines considering how this will affect their sport

2. Winter Financial Reports

a. Basketball: hit our target, \$10,000 more than budget projection

b. Soccer:

c. Wrestling:

E. Realignment (Tom Barnett)

1. National Conference (Mike Worley)

2. American Conference (Mat Gulbrandson)

3. California Conference (Jerry Clark)

F. Athletic Director (Troy Wellington)

1. NSADA Conference Nov. 17, 2009 – Redding Holiday Inn

2. CSADA Conference April 22-26, 2009-San Diego

G. State Task Force Report (Rick Stout, Randy Gilzean)

Handout was distributed and discussed.

H. Communications improvements

Twitter page

NSCIF Hot Topics

- League agendas must be posted
- I. Baseball Rainouts/League make ups must be played between certain dates.
This should be on calendar.
Baseball reps should be aware of this and take to the Baseball committee meeting.
 - VI. Closed Session was opened 11:34
 - A. Labor Negotiations – Government Code 54957.6
 - VII. Reconvene to Open Session at 11:50
Report out any actions taken in closed session
No action taken
 - VIII. Announcements
 - IX. The May 15, 2009 Board of Managers meeting was adjourned at 11:51

Check List 4/1/09 to 7/23/09

Num	Date	Name	Original Amount
3453	04/02/2009	Cindy Teague	-208.09
6448	04/01/2009	Cynthia D Teague	-1,974.00
6449	04/01/2009	Elizabeth M Kyle	-4,602.12
6450	04/01/2009	Elizabeth Kyle	-603.29
6451	04/02/2009	Eastern Athletic League	-76.65
6452	04/02/2009	Northern Athletic League	-51.10
6454	04/02/2009	EDD	0.00
6455	04/02/2009	Umpqua Bank	0.00
6456	04/02/2009	EDD	-516.12
6457	04/02/2009	Umpqua Bank	0.00
6458	04/02/2009	Umpqua Bank	-1,407.02
6459	04/02/2009	Umpqua Bank	-17.56
6460	04/02/2009	AIG VALIC	-600.00
6461	04/02/2009	CalPERS	-1,684.33
6462	04/03/2009	State Compensation Insurance Fund	-416.50
6463	04/03/2009	US Bank	-351.09
			-
6464	04/03/2009	Association-BK-NCBOA-Redding Unit	15,726.85
			-
6465	04/03/2009	Association-BK-NCOA-John Cascarina	14,382.81
6466	04/03/2009	Association-BK/FB-FROA-Pat Keena	-4,383.40
6467	04/15/2009	Liz Thomas	-500.00
6468	04/15/2009	A+ Accounting	-50.00
6469	04/15/2009	Pitney Bowes Global Financial Services	-156.59
6470	04/15/2009	State Compensation Insurance Fund	-416.50
6471	04/15/2009	Association-BK/FB-FROA-Pat Keena	-1,543.30
			-
6472	04/15/2009	Association-BK-NCBOA-Bill Padula	32,597.20
6473	04/17/2009	AT&T Mobility/Cingular Wireless	-194.20
6474	04/22/2009	AT&T	-175.49
6475	04/22/2009	CalPERS Health Premium	-103.17
6476	04/22/2009	Internal Revenue Service	-114.84
6477	04/22/2009	at&t.	-2.38
6478	04/22/2009	Cindy Teague	-228.45
6479	04/29/2009	Elizabeth M Kyle	-4,602.12
6480	04/30/2009	Cynthia D Teague	-1,974.00
6481	04/30/2009	EDD	-478.80
6482	04/30/2009	Umpqua Bank	-1,407.02
6483	04/30/2009	AIG VALIC	-600.00
6484	04/30/2009	CalPERS	-1,686.73
6485	04/30/2009	Cindy Teague	-77.10
6486	05/01/2009	Board of Equalization	-8.00
6487	05/06/2009	A+ Accounting	-50.00
6488	05/12/2009	Elizabeth Kyle	-173.37
6489	05/21/2009	Association-BB/SB-FR Officials-Pat Keena	-2,466.78
6490	05/21/2009	Association-BB/SB-NSBSOA-Wallevand	-2,480.12
6491	05/21/2009	Association-BB/SB-SUA-Anzo	-1,449.00
6492	05/21/2009	at&t.	-158.53
6493	05/21/2009	CalPERS Health Premium	-103.17
6494	05/21/2009	Kevin Askeland	-200.00
6495	05/21/2009	Moore's Award Center	-432.62
6496	05/21/2009	at&t.	-14.88
6497	05/21/2009	AT&T	-170.40
6498	05/21/2009	Pitney Bowes Purchase Power	-106.99
6499	05/27/2009	Elizabeth M Kyle	-4,602.12

6500	05/06/2009	Big Valley High_School	-49.52
6501	05/06/2009	Burney	-102.17
6502	05/06/2009	Butte Valley	-423.10
6503	05/06/2009	Champion	-428.59
6504	05/06/2009	Colusa	-46.46
6505	05/06/2009	Dunsmuir	-59.85
6506	05/06/2009	Durham	-816.75
6507	05/06/2009	East Nicolaus	-703.53
6508	05/06/2009	Eastern Athletic League	-5,174.32
6509	05/06/2009	Esparto	-79.05
6510	05/06/2009	Etna	-293.38
6511	05/06/2009	Foothill	-120.75
6512	05/06/2009	Greenville	-24.35
6513	05/06/2009	Gridley	-397.91
6514	05/06/2009	Hamilton	-563.44
6515	05/06/2009	Happy Camp	-90.20
6516	05/06/2009	Hayfork	-489.36
6517	05/06/2009	Herlong	-27.95
6518	05/06/2009	Las Plumas	-115.55
6519	05/06/2009	Liberty	-116.58
6520	05/06/2009	Live Oak	-117.79
6521	05/06/2009	Los Molinos	-22.63
6522	05/06/2009	Loyalton	-65.53
6523	05/06/2009	Maxwell	-58.58
6524	05/06/2009	Mercy	-89.44
6525	05/06/2009	Modoc	-20.03
6526	05/06/2009	Mt. Shasta	-190.16
6527	05/06/2009	Northern Athletic League	-2,654.60
6528	05/06/2009	Orland	-340.21
6529	05/06/2009	Pierce	-301.71
6530	05/06/2009	Portola	-337.54
6531	05/06/2009	Princeton	-413.06
6532	05/06/2009	Providence	-25.44
6533	05/06/2009	Quincy	-189.30
6534	05/06/2009	Redding Adventist	-127.18
6535	05/06/2009	Redding Christian	-655.83
6536	05/06/2009	Rio Vista	-42.04
6537	05/06/2009	Sutter	-555.99
6538	05/06/2009	Trinity	-60.04
6539	05/06/2009	Tulelake	-159.75
6540	05/06/2009	U-Prep	-289.99
6541	05/06/2009	Weed	-143.22
6542	05/06/2009	Westwood	-125.31
6543	05/06/2009	Wheatland	-108.54
6544	05/06/2009	Willows	-355.18
6545	05/27/2009	About Timing Assn.	-900.00
6546	05/27/2009	Cynthia D Teague	-1,968.76
6547	05/27/2009	EDD	-501.25
6548	05/27/2009	Umpqua Bank	-1,407.02
6549	05/27/2009	AIG VALIC	-600.00
6550	05/27/2009	CalPERS	-1,720.86
6551	05/27/2009	Cindy Teague	-3,795.90
6552	05/27/2009	Jim Cloney	-125.00
6553	05/27/2009	Post Master	-110.00
6554	05/27/2009	Sharon Leckey	-18.42
6555	05/27/2009	US Bank	-361.77

6556	05/29/2009	Delux Business Checks and Solutions	-215.37
6557	05/29/2009	Association-BB/SB-NCOA-Stan Richins	-3,870.10
6558	06/03/2009	Association-BB/SB-RUA-Gary Wren	-3,720.40
6559	06/03/2009	Elizabeth Kyle	-465.14
6560	06/03/2009	NFHS	-2,893.88
6561	06/03/2009	Ingraham Trophies	12,653.81
6562	06/03/2009	US Bank	-723.54
6563	06/03/2009	NFHS	-1,023.52
6564	06/03/2009	Red Bluff Joint Union High School Dist.	-966.58
6565	06/04/2009	Dennis Boyle	-100.00
6566	06/04/2009	Greg Beale	-100.00
6567	06/10/2009	A+ Accounting	-50.00
6568	06/10/2009	Delux Business Checks and Solutions	-245.37
6569	06/10/2009	Ingraham Trophies	-50.38
6570	06/12/2009	Elizabeth M Kyle	-4,584.91
6571	06/12/2009	Cynthia D Teague	-1,968.76
6572	06/12/2009	EDD	-501.25
6573	06/12/2009	Umpqua Bank	-1,407.02
6574	06/12/2009	AIG VALIC	-600.00
6575	06/12/2009	CalPERS	-1,720.86
6576	07/22/2009	AT&T Mobility/Cingular Wireless	-153.00
6577	07/22/2009	WR-Marc Foster 08-09	-270.00
6578	07/23/2009	PERS	-1,559.89
6579	07/23/2009	Jimmy's Custom Trophies	-1,316.21
6580	07/23/2009	CalPERS Health Premium	-206.34
6581	07/23/2009	AT&T Mobility/Cingular Wireless	-141.17
6582	07/23/2009	A+ Accounting	-50.00
6583	07/23/2009	Shasta-Tehama-Trinity Jt. Comm. College	-240.00
6584	07/23/2009	US Bank	-48.28
6585	07/23/2009	Pitney Bowes Global Financial Services	-158.05
6586	07/23/2009	AT&T	-354.21
6587	07/23/2009	California State University, Chico	-916.19
6588	07/23/2009	Red Bluff Joint Union High School Dist.	-4,123.20

Action Item A

	Aug 1, 09-July 31, 2010	Budget	\$ Over Budget
Income			
3110 Dues	0.00	32,106.00	-32,106.00
3120 Interest/Investments	0.00	650.00	-650.00
3130 Directory	0.00	0.00	0.00
3131 Rulebooks	0.00	0.00	0.00
3134 NWCA Membership	0.00	2,320.00	-2,320.00
3135 Wrestling Assessment	0.00	8,800.00	-8,800.00
3140 Broadcast/Media	0.00	4,500.00	-4,500.00
3150 Clothing	0.00	2,400.00	-2,400.00
3151 Women's Conference	0.00	2,700.00	-2,700.00
3152 Golf Tourney - Scholarship	0.00	0.00	0.00
3160 Officials Mileage(Schools)	0.00	63,000.00	-63,000.00
3161 Officials BK Mileage	0.00	67,000.00	-67,000.00
3170 Corporate (CIF)	0.00	27,000.00	-27,000.00
3180 Sponsorships (NSCIF)	0.00	15,000.00	-15,000.00
3185 Awards	0.00	3,700.00	-3,700.00
3190 Other	0.00	1,000.00	-1,000.00
3210 Baseball	0.00	12,000.00	-12,000.00
3220 Basketball	0.00	85,000.00	-85,000.00
3225 Cross Country	0.00	2,500.00	-2,500.00
3230 Football	0.00	110,000.00	-110,000.00
3240 Golf	0.00	900.00	-900.00
3250 Soccer	0.00	9,100.00	-9,100.00
3260 Softball	0.00	5,000.00	-5,000.00
3270 Swimming	0.00	5,600.00	-5,600.00
3275 Tennis	0.00	600.00	-600.00
3280 Track	0.00	9,000.00	-9,000.00
3290 Volleyball	0.00	15,000.00	-15,000.00
3295 Wrestling	0.00	9,000.00	-9,000.00
3200 - AD Symposium	0.00	850.00	-850.00
Total Income	0.00	494,726.00	-494,726.00
Expense			
4110 Commissioner Salary	0.00	83,535.00	-83,535.00
4111 AIG/Valic	0.00	0.00	0.00
4111 Health Benefits	0.00	11,950.35	-11,950.35
4112 Payroll Tax Expense	0.00	0.00	0.00
4114 PERS- Employers Portion	0.00	11,000.00	-11,000.00
4115 State Compensation Ins.	0.00	2,500.00	-2,500.00
4116 Medicare	0.00	2,500.00	-2,500.00
4117 Futa	0.00	115.00	-115.00
4118 ETT	0.00	20.00	-20.00
4119 SUI	0.00	240.00	-240.00
4120 Secretary Salary	0.00	24,041.00	-24,041.00
4130 Sports Assigners	0.00	600.00	-600.00
4140 Points Prep.			
Baseball	0.00	100.00	-100.00
Basketball	0.00	500.00	-500.00
Football	0.00	200.00	-200.00
Soccer	0.00	200.00	-200.00
Softball	0.00	100.00	-100.00
Volleyball	0.00	100.00	-100.00
4140 Points Prep. - Other	0.00	0.00	0.00

Total 4140 Points Prep.	0.00	1,200.00	-1,200.00
4210 Office Rent	0.00	6,000.00	-6,000.00
4211 Commissioner Expenses	0.00	5,300.00	-5,300.00
4212 NSCIF Meetings	0.00	5,000.00	-5,000.00
4213 Website	0.00	800.00	-800.00
4235 Professional Dues	0.00	500.00	-500.00
4240 Postage	0.00	2,000.00	-2,000.00
4250 Office Supplies	0.00	2,000.00	-2,000.00
4260 Telephone	0.00	5,500.00	-5,500.00
4270 Printing	0.00	5,000.00	-5,000.00
4280 Audit & Fees			
Registry of Charitable Trusts	0.00	0.00	0.00
4280 Audit & Fees - Other	0.00	4,300.00	-4,300.00
Total 4280 Audit & Fees	0.00	4,300.00	-4,300.00
4281 Liability Insurance	0.00	4,300.00	-4,300.00
4310 BA	0.00	8,400.00	-8,400.00
4320 BK			
Hospitality Room	0.00	0.00	0.00
Mileage - Basketball @ 44.5	0.00	0.00	0.00
Officials-Prelims	0.00	0.00	0.00
Officials-Section Finals \$63.00	0.00	0.00	0.00
Officials-Section Finals \$65.00	0.00	0.00	0.00
Tournament Expenses	0.00	0.00	0.00
4320 BK - Other	0.00	28,000.00	-28,000.00
Total 4320 BK	0.00	28,000.00	-28,000.00
4321 BK Playoffs (SS)	0.00	15,000.00	-15,000.00
4325 CC	0.00	500.00	-500.00
4330 FB Officials	0.00	19,500.00	-19,500.00
4331 Football School Share	0.00	20,000.00	-20,000.00
4340 G	0.00	200.00	-200.00
4350 SC	0.00	5,500.00	-5,500.00
4360 SB	0.00	5,600.00	-5,600.00
4370 SW	0.00	1,800.00	-1,800.00
4380 TE Facility Rental	0.00	250.00	-250.00
4385 TR	0.00	1,100.00	-1,100.00
4390 VB Officials	0.00	10,000.00	-10,000.00
4391 VB School Share	0.00	1,200.00	-1,200.00
4395 WR	0.00	0.00	0.00
4395 WR Expenses	0.00	6,200.00	-6,200.00
4396 WR Assessments	0.00	5,500.00	-5,500.00
4410 Officials	0.00	130,000.00	-130,000.00
4510 Awards			
Baseball Awards	0.00	0.00	0.00
Basketball Awards	0.00	0.00	0.00
Cross Country Awards	0.00	0.00	0.00
Football Awards	0.00	0.00	0.00
Golf Awards	0.00	0.00	0.00
Lifetime Pass Awards	0.00	0.00	0.00
Soccer Awards	0.00	0.00	0.00
Softball Awards	0.00	0.00	0.00
Swimming Awards	0.00	0.00	0.00
Tennis Awards	0.00	0.00	0.00
Track Awards	0.00	0.00	0.00

Volleyball Awards	0.00	0.00	0.00
Wrestling Awards	0.00	0.00	0.00
4510 Awards - Other	0.00	32,000.00	-32,000.00
Total 4510 Awards	0.00	32,000.00	-32,000.00
4520 Rulebooks	0.00	3,000.00	-3,000.00
4530 Repair/Maintenance	0.00	1,000.00	-1,000.00
4540 Workshops	0.00	500.00	-500.00
4550 Scholarships (6)	0.00	6,500.00	-6,500.00
4552 Scholarship Golf Tourney	0.00	0.00	0.00
4560 Clothing	0.00	2,500.00	-2,500.00
4570 Capital Outlay	0.00	4,000.00	-4,000.00
4580 Administrators Conference	0.00	1,000.00	-1,000.00
4585 Women's Conference	0.00	5,000.00	-5,000.00
4590 Other			
Sales Tax	0.00	0.00	0.00
Use Tax	0.00	0.00	0.00
Wrestling Weight Management	0.00	0.00	0.00
4590 Other - Other	0.00	2,000.00	-2,000.00
Total 4590 Other	0.00	2,000.00	-2,000.00
Total Expense	0.00	494,651.35	-494,651.35
Net Income	0.00	74.65	-74.65



REQUEST FOR PROPOSAL
OFFICIAL BALL SPONSORSHIP

NORTHERN SECTION
PLAYOFFS AND CHAMPIONSHIPS

2009-2013
NORTHERN SECTION
PHONE (530) 528-9300

I. REQUEST FOR PROPOSALS

The California Interscholastic Federation, Northern Section (CIFNS) hereby solicits proposals/bids for Official Ball Sponsorship of the CIFNS High School Playoffs and Championships in the sport of baseball to commence on July 1, 2009 through June 30, 2013.

The CIF will accept sealed proposals for the award of the contract no later than 3:00

p.m. Monday October 26, 2009.

All proposals shall be

submitted in the format specified by the CIF Northern Section within this request for proposal (see Section V). Proposals shall be received in the office of the CIF Northern, P.O. Box 9330, Red Bluff, CA 96080.

II. INTRODUCTION

This Request for Proposal (RFP) contains specifications covering the planning and operation of our CIF Playoffs and Championships as specified herein. The RFP shall **not** be construed to do any of the following:

1. To create an obligation on the part of the CIF Northern Section to enter into a contract with any ball manufacturer or,
2. To serve as a basis for a claim for reimbursement for expenditures related to the development of a proposal or,
3. To enter into a vendor agreement with the Northern Section.

Notwithstanding other provisions of the RFP, interested ball manufacturers are hereby advised that this request is an informal solicitation of proposals only. It is not intended nor is it to be construed as engaging in formal competitive bidding pursuant to any statute, ordinance, policy or regulation.

III. THE ORGANIZATION

The CIF Northern Section was organized in 1942, and operates as one of the ten Sections of the State California Interscholastic Federation. Authorized by the California state legislature to govern high school interscholastic athletics, the CIF is a non-profit organization with membership that includes 74 schools fielding high school sports within North Eastern California. Each of the ten CIF Section's primary responsibilities are to administer high school athletic programs, to development curriculum for and teach professional development courses for coaches and administrators and to promulgate and enforce rules relating to a student's involvement in athletics - age, semesters in school, scholarship, residence, transfer status, and amateur standing. Such educational programs and regulations, which are established by the member secondary schools, prevent undesirable exploitation of high school students, provide for the welfare of participants, and ensure that interscholastic athletics in California offer major benefits to students in a safe, rewarding environment. The CIF Northern Section conducts Championships in the sports of cross country, girls' volleyball, football, girls' and boys' soccer, wrestling, girls' and boys' basketball, track and field, baseball, softball, swimming, girls' and boys' tennis and girls' and boys' golf.

IV. CIF NORTHERN SECTION CHAMPIONSHIPS

In most sports, three weeks of post-league CIF Section culminate in the CIF Northern Section Championships, in several divisions.

This document addresses a Request for a Proposal for the category of "Official Ball Sponsor" for the CIF Northern Section Playoffs and Championships in the sport of baseball for the years beginning August 30, 2009 through June 30, 2012.

V. CIF NORTHERN SECTION GOALS

The CIF Northern Section has four primary goals with respect to its corporate sponsorship of CIF Playoff and Championship events, which are, in no particular order:

- 1) To develop incremental revenue streams to assist in underwriting the expenses of current under-funded programs.

- 2) To use these events as the ultimate platforms on which to promote the values and benefits of participation in CIF education-based athletics.
- 3) To enhance the CIF Championship experience for participating students, schools and school communities.
- 4) To develop partnerships within the community between corporate entities that understand the values of education-based athletics at the high school level.

VI. FEATURES & BENEFITS PROVIDED TO CIF NORTHERN SECTION OFFICIAL BALL SPONSOR IN THE SPORT OF BASEBALL:

- 1) Exclusive usage of the CIF Official ball as provided during all CIF Northern Section Playoff and Championship games each year.
- 2) Exposure on the home page of the CIF Northern Section website.
- 3) Full page, black & white print advertisement in Championship programs.
- 4) Partner logo included in Championship event collateral materials
- 5) 2 Playoff passes for all CIF Northern Section Championship games.

VII. BID PROPOSAL INSTRUCTIONS

On or before Monday October 26, 2009, interested manufacturers are requested to submit three (3) sealed copies of the proposal including the following information:

A. Management

1. Provide the legal name and address of the ball manufacturer submitting the proposal.
2. Name the key persons, with titles, responsible for the marketing and promotion of the ball products described herein.
3. Provide detailed information regarding specific ball adoptions currently in place at the high school section or state championship and college conference levels.

B. Proposal Specifications

1. 42 Playoff and Championship games in baseball.
2. 5,000 estimated playoff and championship attendance for baseball.
3. Number of complimentary balls requested annually:
Baseball
21 cases
4. Annual Cash Stipend: Manufacturers must include an annual cash stipend commensurate with the features and benefits described herein.
5. Other Benefits - Are there any other benefits which can be offered to the CIF by manufacturer?
Example: Sponsorship of CIF educational programs, CIF recognition programs, CIF scholarship programs...etc.

VIII. THE PROCESS: REVIEW OF PROPOSALS

The CIF Northern Section will review proposals from ball manufacturers. Following the proposal CIF Northern Section review process, if appropriate, the staff will negotiate a contract and present same to the CIF Northern Section governance for approval.

The CIF Northern Section reserves the right to reject any or all proposals received in response to this request or to negotiate separately with any ball manufacturer when it is determined to be in the best interest of the CIF Northern Section to do so. The CIF Northern Section retains the right to negotiate and contract for features and terms different than those described herein if and when it is determined to be in the best interest of the CIF Northern Section to do so.

**Elizabeth Kyle, Commissioner
CIF Northern Section
P.O. Box 9330
Red Bluff, CA 96080**

Costs for developing responses to this RFP are entirely the responsibility of the submitting manufacturer and shall not be chargeable to the CIF Northern.

Employee Handbook

Background- Last year the Northern Section stated in an insurance questionnaire that we had an employee handbook. I used the Southern Section's Handbook and adopted it to fit our needs.

Issues- I have placed question marks after a few sections of the handbook, that we need to discuss and make sure this meets the needs of the Northern Section.

1. If the employees work a certain number of days, do you have paid holidays (pg4)?
2. Do we want unused sick leave to accumulate towards service time (pg4)?
3. Do we want to pay 50% of the salary up to 150 days if the absence extends beyond the number of sick leave days (pg4)?
4. Jury duty compensation 10 days every three years (pg 5). Is this statement legal?
5. Retirement/medical benefits (pg 6), do we want to do this?

Recommendation- The Executive Committee discusses the sections in question makes changes/recommendations and accepts the handbook.

CALIFORNIA INTERSCHOLASTIC FEDERATION NORTHERN SECTION

Introduction

The purpose of this Employee Handbook is to provide clarity and definition to employees' benefits and policies in the CIF Northern Section office.

Note that this handbook is a source of general information and is subject to modification. Clarification and/or interpretation will be the sole responsibility of the CIF Northern Section Commissioner and Executive Committee.

Elizabeth Kyle
Commissioner of Northern Section CIF

Approved by the Executive Committee-

Section 1

Personnel

I. Employee Category – Administrative (Certificated)

- A. Commissioner of Northern Section CIF
- B. Administrative Assistant 4/5 time

II. Administrative Procedures

1. Absence – Every employee is to call in as soon as possible and report to his/her immediate supervisor that he/she will be absent, possible length of absence and general reason for the absence.
2. Medical Appointments – With the prior approval of the immediate supervisor, the employee may be granted appropriate time to meet a medical appointment.
3. Hours of Work – The workday is arranged with and assigned by the Commissioner and the Section President.
4. Attendance at Funerals – Special consideration will be given for the obligation to attend funerals of relatives or close associates other than those of the immediate family per approval of the Section President.
5. Expenses – Each CIF Northern Section office credit expenditure must be documented on the monthly pay receipt form.
6. Hiring Procedures – After identification of an open position for Commissioner, the Commissioner shall post the position and notify potential candidates through all appropriate means. Applications will be accepted and screened by a committee. The Commissioner will extend the opportunity for Executive Committee members to participate in paper screening.
 - A. After identification of a pool of candidates, the Commissioner shall conduct screening interviews using panels which will have Executive Committee members.
 - B. A final interview will identify the candidate who will receive an offer of employment.
 - C. Prior to signing a contract, the Section President will review the available benefits package and determine placement on the salary schedule.

Considerations for placement are:

- i. Years of previous service in the areas of education, educational administration or athletic administration.
- ii. Academic degrees or equivalent in the area of sports, sports management or officiating.
- iii. Prior service to the Section in any capacity.**

** *The CIF Northern Section shall hire, recruit and promote staff without regard to gender, race, color, national origin, religion, age and disability, in accordance with applicable provisions of the Civil Rights Act of 1964, as amended, The Americans with Disabilities Act of 1991 and all other applicable laws, regulations and ordinances.*

III. Holidays

Employees shall be entitled to the following paid holidays, provided they are in a paid status the working days immediately preceding and following the holiday(????):

Columbus Day
Labor Day
Veteran's Day
Thanksgiving Day
Christmas Day
New Year's Day
Martin Luther King Day
Lincoln's Birthday
Washington's Birthday
Memorial Day

If the above falls on a Saturday or Sunday, a designated day immediately preceding or following the date will be observed.

IV. Leaves of Absence

1. Full-time administrative personnel shall receive full pay for the first 12 working days after all sick days have been used due to extended illness or serious injury, one time during a fiscal year, August 1-July31. However, the ability of the CIF Northern Section to fulfill this commitment is predicated on the ability of the office to draw from reserves without encumbering unreasonable amounts that would place the Section in financial jeopardy.

Sick leave is earned at the rate of one (1) sick day per month worked for a total of 12 sick days per year.

Sick leave not used during any one calendar year shall be carried forward to the succeeding calendar year in the form of accumulated sick leave. However, unused sick leave may not be awarded to the employee upon termination or retirement; it may only be converted to service time for retirees. (????)

Documentation for sick leave absences beyond four (4) days may be requested from a licensed physician or practitioner.

If absence for sickness exceeds the number of earned sick leave, the employee shall receive 50% of his/her current salary up to the total of 150 working days per school year. (????)

2. Bereavement Leave – Each employee shall be allowed a leave of absence of three (3) days with full pay by reason of death in the immediate family. If additional days are required, they may be taken with the approval of the Section President.
3. Pregnancy Leave – A leave of absence may be granted to an employee, without pay, because of pregnancy, miscarriage, childbirth and recovery. The employee's absence, including the date on which the leave will begin and the date of return to work, shall be determined by the employee and the employee's physician. The Section President may require documentation.
4. Jury Duty – Employees shall be entitled to a leave of absence, with full pay, to serve on a jury for the required time as set forth by the county. Full pay will continue only if the employee is on a jury trial when the tenth day occurs and no verdict has been reached. Paid status will continue until a verdict is reached and the trial is completed.

A. CIF Northern Section office will only monetarily compensate employees for a period of ten (10) days of jury service once every three years. (???)

B. Any monies received from serving jury duty will be turned over to the CIF Northern Section office. This money will be used to offset the cost of temporary employees and/or overtime brought about by jury duty.

5. Personal Leave – An employee, because of personal necessity, may be granted leave with pay under the following conditions:

A. A total of up to four (4) days in any school year may be taken as a personal necessity leave. These days will be charged to accumulated sick leave. The leave is not cumulative from year to year.

B. The days of leave taken under this provision are deducted from the number of sick days to which the employee is entitled and may not exceed that number.

C. The Section President reserves the right to make all decisions relative to compensation for personal leave that will be reasonable and fair to the Northern Section office.

6. Personal Emergency Leave – An employee, because of personal emergency, may be granted leave with pay for a maximum of four (4) days under the following conditions:

A. A serious accident involving the employee's person or property which requires the employee's immediate attention during working hours, such as earthquake, flood, fire, etc.

B. An accident involving the person or property of a member of the employee's immediate family.

C. Personal business imperatives, which must be conducted in order to conform to legal procedures or to resolve threats to one's personal assets.

D. The Section President reserves the right to make all decisions relative to compensation for personal leave that will be reasonable and fair to the Northern Section office.

V. Wages

The salary schedule is approved by the Executive Committee and incorporated into the yearly budget. Payday is the last day of the month. When the last day of the month falls on a Saturday or Sunday the previous Friday will be the payday.

VI. Mileage

The Section Staff will be reimbursed the IRS rate for miles travel in performing the duties of the office.

VII. Compensation Plan

The Commissioner has a 225 day work year.

The Administrative Assistant has a 185 day work year.

The Commissioner's and Administrative Assistant's salary is based on the salary schedule developed and approved by the Executive Committee.

VIII. Evaluation

Every employee of the Northern Section office shall be evaluated annually. The employee shall have the opportunity to review the evaluation and may request a conference with the immediate supervisor. Supervisors are encouraged to meet with staff prior to September of the year of the evaluation to discuss the criteria for evaluation and to determine any areas for improvement.

1. The Executive Committee will evaluate the Commissioner annually.
2. The Commissioner shall evaluate the following positions in writing:
Executive Secretary

IX. Benefits

The following benefits are provided for each full-time employee:

1. Health insurance stipend is provided.
2. Retirement – Retirement Plan under PERS with employee and employer contributing on _____ scale arranged by PERS.
3. Retirement/Medical – Upon retirement from the CIF Northern Section office, the employee will receive, as part of the retirement benefits stipulated in the PERS contract, benefits on the medical coverage up to approved limit, provided they are a full-status, medically covered employee at the time of retirement. *Employees must have 10 years of full-time service in _____ order to be eligible for supplemental coverage until age 65.* Supplemental coverage _____ medical care beyond age 64 is discontinued effective July 1, 2004 for all new hires after this _____ date. (????)*

X. Employee Occupational Safety and Health Policy

The personal safety and health of each employee is a primary concern of CIF Northern Section and is a high priority.

To the greatest degree possible, CIF Northern Section will provide and maintain safe working conditions and equipment at all times, comply with standards prescribed by applicable state and local laws and regulations affecting employee safety and health and conduct employee education and training in development of safe attitudes and practices.

The objective is a safety and health program that will reduce the number of disabling injuries and illnesses to a minimum.

A safety and health program conforming to the best practices of the California Occupational Safety and Health Act of 1973 will be maintained. To be successful, such a program must embody the proper attitudes toward injury and illness prevention on the part of the administrators and classified employees.

It also requires cooperation in all safety and health matters not only between supervisor and employee but also between each employee and fellow worker.

The safety and health program will include:

1. Conducting a program of safety and health inspections to locate and correct unsafe working conditions or practice, to control safety and health hazards and to comply fully with safety and health standards for every job.
2. Training all employees in good safety and health practices.
3. Providing necessary personal protective equipment and instructions for its use and care; providing mechanical and physical safeguards to the maximum extent that is possible.
4. Developing and enforcing safety and health rules, requiring that employees cooperate with and obey these rules as a condition of employment.
5. Investigating promptly and thoroughly, every accident to find out what caused it and to correct the problem so that it will not be repeated.
6. Utilizing procedures for prompt attention to injuries and medical controls to ensure that no injured employee returns to work unless he/she is fit to perform his/her duties.
7. In keeping with current Workers' Compensation Laws and claim purposes, any accident and/or injury in the workplace must be reported to the Office Manager promptly within 24 hours of occurrence. Necessary forms for all such claims will be made available to the employee.

The responsibilities for safety and health are shared. The employee is responsible and accepts the responsibility for leadership of the safety and health program, for its effectiveness and improvement and for providing the safeguards required to insure safe conditions.

Employees are responsible for wholehearted, genuine cooperation with all aspects of the safety and health program, including compliance with all rules and regulations and for continuously practicing safety while performing their duties. Each employee has the additional responsibility of reporting hazardous conditions to his/her supervisor.

The Executive Committee and the Commissioner shall be the Risk Management Safety officer for CIF Northern Section.

Section 2

Financial Policies

I. Monthly Mileage Expenses

Current IRS rate will be reimbursed.

II. Business Related Meal Expenses

1. Meal expenses must be directly business-related to the employee's area of responsibility. Examples are sport advisory committee lunches, meals for workers at championship events or meals associated with Council or Executive Committee members.
2. Meal receipts are required. Guidelines are in effect whether expense is on the CIF credit card or out-of-pocket. Employees should use the following guidelines:

Breakfast - \$15

Lunch - \$20

Dinner - \$45

Plus allowable tips paid at a maximum of 15%.

3. Exception to the above will require approval from the Section President.

III. Conference and Convention Guidelines for Employees and Executive Committee

1. A business conference or convention is a designated meeting of CIF Northern Section employees and/or Executive Committee members conducted to exchange information, instruction or training. Examples would include the annual National Federation summer meeting, annual fall Section 7 & 8 meeting, three annual State Federated Council meetings, the annual Commissioner's workshops, etc.
2. Each conference or convention delegates are expected to provide documentation with receipts attached upon completion of the trip at the end of the month to the office. Legitimate expenses will be reimbursed upon presentation of the proper receipts.
3. Air transportation must be made at the 21-day advance ticket price. In the event that an Executive Committee member's spouse or significant other attends a meeting for the purpose of participating in organized activities that are part of the conference/meeting, he/she may submit for one-way airfare, subject to approval by the Commissioner. Please attach receipt. Auto mileage will be paid at the approved rate.
4. Rental Cars – Reimbursement for rental cars will only be made at the cost of mid-size cars or smaller and require prior approval. Receipts must be attached.
5. No personal expenses will be allowed.
6. If an employee combines personal and business travel, the employee must pay the personal portion of the expense.
7. Exception to the above will require approval from the Commissioner.

IV. Executive Committee Retreat – Guidelines

1. Expense guidelines are per State Federated Council guidelines (see attached). All CIF Northern Section representatives are expected to use reasonable judgment in their expenditures. The office will provide a statement of travel and expense form. For purpose of reimbursement, the form must be completed within ten (10) days with all documentation attached.
2. The CIF Northern Section office will arrange lodging at the number of nights approved by the Executive Committee. Hotel receipts must be attached to the documentation.
3. Out-of-pocket meals will be reimbursed using the business related meal expenses guidelines.
4. Transportation – Coach air transportation must be made at the 21-day advance ticket price. Receipts must be attached. In the event that an Executive Committee member’s spouse or significant other attends a meeting for the purpose of participating in organized activities that are part of the conference/meeting, he/she may submit for one-way airfare, subject to approval by the Commissioner.

Auto transportation will be reimbursed at the approved rate.

5. Other Expenses – Miscellaneous expenses such as tips to bellboys, baggage assistants and other personnel will be reimbursed.
6. Exception to the above will require approval from the Section President.

Bylaw 301.2 D

Issue- Bylaw 301.2 D has so many exceptions we need to clean up the language.

Another issue, when I became Commissioner my understanding was that once the league season began, if a student moved up to the varsity in a non-league contest or tournament they had to remain up for the rest of the season. That is not exactly how it is written. This was brought to my attention when we began talking about the baseball spring break pitching issue last year. I was told that softball has always allowed athletes to move up to a higher classification for tournaments and go back to the JV level for league play after the league season has begun.

Current language of Bylaw 301.2 D

A student may participate in a non-league interscholastic contest in an advanced class and may return to the lower class for League competition during that season of sport providing they do not violate any CIF or NSCIF Bylaws including, but not limited to: age limitations, maximum number of contests, and/or representing his/her school in but one classification per sport per day. *A student, who participates on an advanced team in a League contest, may not return to a lower classification during that season of the sport.*

Exceptions: Skiing and Snowboarding, Track and Field (see note), and Wrestling. In the California Conference, JV players may participate at the varsity level when an opposing school does not field a JV team. They may return the following game as an eligible player at the JV level.

Exception: J.V. football players may participate at the varsity level when an opposing school does not field a J.V. team. They may return the following week as an eligible player at the junior varsity level. All of Article 19 including 1900.1 Age Requirement must be complied with.

NOTE: In the sport of Track and Field, a boy or girl may change classification until the League final meet. The classifications in the League final meet for Track and Field determines the classification for all Section meets.

Recommend language clean-up-

Exceptions- 1) In the sports of skiing and snowboarding, track and field, and wrestling an athlete may change classification until the league final meet or contest. The classification in the league's final meet or contest determines classification for all Section meets.

2) J.V. football players may participate at the varsity level when an opposing school does not field a J.V. team. They may return the following week as an eligible player at the junior varsity level. All of Article 19 including 1900.1 Age Requirement must be complied with.

3) In the California Conference, JV players may participate at the varsity level when an opposing school does not field a JV team. They may return the following game as an eligible player at the JV level.

Discussion- Once league begins, should an athlete be able to move up to the varsity for non –league games and return to the lower level for league contests?

Recommendation-We need to decide what the intent of the rule was and currently is, then either change the language or correct the interpretation.



NORTHERN SECTION
P.O. Box 9330
Red Bluff, CA 96080

**VERIFICATION OF A VALID
CHANGE OF RESIDENCE -FORM 206**

STEP 1. This form is to be utilized for all students transferring from one high school to another with a valid change of residence and foster students who are attempting to gain athletic eligibility.

CIF BYLAW 206B—CONTINUING RESIDENTIAL ELIGIBILITY

2. a. **Valid Residence**

A valid residence is defined as the location where the student’s parent(s), guardian(s), or caregiver(s) (with whom eligibility has been established) live with that student and thereby have the use and enjoyment of that location. A student (with the student’s parent(s), guardian(s), or caregiver(s) with whom eligibility has been established) may only have one valid residence at one time.

b **Valid Change of Residence**

Determination of what constitutes a valid change of residence depends upon the facts in each case, however, to be considered, the following facts must exist:

- (i) The original residence must be abandoned as a residence by the immediate family; AND
- (ii) The student’s entire immediate family must make the change and take with them the household goods and furniture appropriate to the circumstances. For eligibility purposes, a family unit may not maintain two or more residences; AND
- (iii) The change of residence must be genuine, without fraud or deceit, and with permanent intent; AND
NOTE: A student who family makes a valid move into a new school boundary (see iv. below) is immediately residentially eligible for varsity competition. A subsequent move into a different school boundary by the family (or other family members) during the next 12 calendar months will result in the student being declared ineligible until cleared for competition by the Section Commissioner.
- (iv) Evidence must be submitted that a valid change of residence has occurred. (See opposite side for examples.)

STEP 2: SCHOOLS SHALL CONFIRM ANY TYPE OF PRE-ENROLLMENT CONTACT-Read below

Pre-Enrollment Communication or Contact

Bylaw 207B(3)c and Bylaw 510C

A transfer of a student from his or her current school of attendance with or without a corresponding change of residence to any high school wherein the student participates or participated, during the previous 24 months, on a non-school athletic team. (i.e. AAU, American Legion, club team, etc.) that is associated with the new school in the sports previously participated in shall be considered prima facie* evidence (“sufficient evidence”) of undue influence/recruiting by the school to which the student transfers. Such transfer may be considered prima facie evidence that the student enrolled in that school in whole or in part for athletic reasons. A team associated with the school is one that is organized by and/or coached by any member of the coaching staff at, or any other person associated** with that school and/or on which the majority of the members of the team (participants in practice and/or competition) are students who attend that school. When a prima facie case (“sufficient evidence”) of undue influence/recruiting exists, the student shall be ineligible to represent the new school in interscholastic athletic competition for a period of one calendar year from the date of the student’s enrollment in the new school unless sufficient proof is presented to the satisfaction of the Section Commissioner that rebuts or disproves the evidence of undue influence/recruiting for athletic reasons.

NOTE: This shall apply to the sport(s) coaches by the new coach in the previous 24 months.

**Defined as: Persons “associated” with a school include, but are not limited to, parents of current or former student/athletes, booster club members, alumni, spouses or relatives of coaches, teachers and other employees, former coaches, active applicants for coaching positions, and persons who are employed by companies or organizations that have donated athletic supplies, equipment or apparel to that school.

Bylaw 207B(3)d and Bylaw 510D

A student at any grade level who transfers to a new school within one calendar year of the relocation of his/her high school coach to that school with or without a corresponding change in residence shall be considered prima facie evidence (“sufficient evidence”) of undue influence/recruiting by the school to which the student transfers or may be considered prima facie evidence that the student enrolled in that school in whole or in part for athletic reasons. The student shall not be eligible to participate in interscholastic competition for one calendar year from the date of enrollment in the new school in all sports in which the student participated at the former school. When a prima facie case of undue influence/recruiting exists, the student shall be ineligible to represent the new school in interscholastic athletic competition for a period of one calendar year from the date of the student’s enrollment in the new school in all sports in which the student participated at the former school unless sufficient proof is presented to the satisfaction of the Section Commissioner that rebuts or disproves the evidence of undue influence/recruiting for athletic reasons.

Bylaw 207B(3)e

Any pre-enrollment communication as described above must be disclosed in full, and in writing, to the appropriate Section. The Section Commissioner shall determine if the pre-enrollment communication is a violation of CIF Bylaw 510.

STEP 3-COMplete STUDENT INFORMATION:

STUDENT _____ Please circle: **GRADE LEVEL**
Last First Middle M F 9 10 11 12

PREVIOUS ADDRESS _____
Street City Zip

CURRENT ADDRESS _____
Street City Zip

TRANSFER FROM: _____ H.S. TRANSFER TO: _____ H.S.

Date entire family move was completed _____ Date of enrollment in New School _____
mo/day/year mo/day/year

STEP 4: SCHOOLS SUBMITTING THIS FORM MUST VERIFY THAT THIS STUDENT HAS MADE A VALID CHANGE OF RESIDENCE IN ACCORDANCE WITH CIF BYLAWS:

Evidence must be submitted that a valid change of residence has occurred. No single document listed below or combination thereof establishes residency. The Section Commissioner and/or school has the discretion to request additional documents that he/she deems necessary to confirm residency. Evidence may include:

• Telephone and utility service operative at the student's new residence and terminated at the former residence;		
• Proof of paying for utilities at the new residence including phone, gas, electricity, water, cable television, and garbage collection;		
• Proof of submitting a change of address to the U.S. Postal Service to receive mail at the new residence;		
• Proof of transfer of the parent's and age-appropriate student's motor vehicle registration		
• Proof of changed address on the parent's and age-appropriate student driver's license		
• Real estate documents indicating and verifying a change of residence (sale and purchase, for instance);		
• Utility service receipts;	• Voter registration listing the new address;	• Proof of entering a long-term lease;
• Property tax receipts	• Rent payment receipts	• Court documents indicating a change of residence;
• Declaration of residency executed by the student's parent or legal guardian		
• Other documentation that a Section or school district may require that establishes that a person is living at the new address.		

STEP 5 READ AND SIGN

NOTE BEFORE SIGNING! Bylaw 202(B)(1):

If it is discovered that any parent, guardian, caregiver or student has provided false information in regards to any aspect of eligibility status on behalf of a student, that student is subject to immediate ineligibility for CIF competition at any level in any sport for a period of up to 24 calendar months from the date the determination was made that false information was provided.

By signing this affidavit below, I certify that no person who is connected with the athletic department of the new school, or is part of the booster club of the new school or who was acting on their behalf, has had communication, directly or indirectly, through intermediaries or otherwise with this transfer student, student's parents, legal guardian or caregiver, or anyone acting on behalf of this student, prior to the completion of the enrollment process at the new school. I also certify that the student has not participated during the previous 24 months on any non-school athletic team* (i.e., AAU, American Legion, club team, etc.) that is associated with or coached by anyone associated with the new school. (*See Bylaw 510 for definition of a non-school athletic team.) *If you are unable to certify that the above statements are true, do not sign below. Please attach a complete written disclosure of the specifics to this form.*

PARENT/GUARDIAN SIGNATURE: _____ **DATE:** _____

My signature below certifies that to the best of my knowledge no person who is connected with our athletic department or is part of our booster club, or who is acting on our behalf, has had communication, directly or indirectly, through intermediaries or otherwise with this transfer student, student's parents, legal guardian or caregiver, or anyone acting on behalf of the student, prior to the completion of the enrollment process. Furthermore, I am not aware of this student participating during the previous 24 months on any non-school athletic team that is associated with our school. *If you are unable to certify that the above statements are true, do not sign below. Please attach a complete written disclosure of the specifics to this form.*

ADMINISTRATOR SIGNATURE: _____ **TITLE:** _____ **DATE:** _____

AND

My signature below certifies that to the best of my knowledge this student moved from another school's attendance area into our school's attendance area with all of the individuals with which the student was living while attending the previous school and that we have done our best to verify those facts in accordance with the CIF Bylaws. *If you are unable to certify that the above statement is true, you should not submit this form.*

ADMINISTRATOR SIGNATURE: _____ **TITLE:** _____ **DATE:** _____

STEP 6 SUBMIT THIS FORM TO THE SECTION OFFICE VIA MAIL OR FAX UPON COMPLETION.

- RETAIN A COPY FOR YOUR RECORDS.
- STUDENTS ARE NOT ELIGIBLE UNTIL THEY HAVE BEEN CLEARED BY THE SECTION OFFICE AND THE NEW SCHOOL HAS BEEN NOTIFIED.



APPLICATION FOR RESIDENTIAL ELIGIBILITY

For more information see "Understanding Transfer Eligibility for Parents' Handbook at www.cifstate.org

FORM 207/209/510



SUBMIT ORIGINAL TO: Northern Section, P.O. Box 9330, Red Bluff, CA 96080 DO NOT FAX!

NOTE: SUBMIT ONLY THE ORIGINAL DOCUMENT. ALLOW 20 BUSINESS DAYS FOR INVESTIGATION AND REVIEW. AT THE TIME OF FILING THIS DOCUMENT, SUBMIT ALL KNOWN FACTS AND/OR DOCUMENTS. ADDITIONAL FACTS SUBMITTED LATE MAY NOT BE CONSIDERED BY THE COMMISSIONER.

Circle one: 9 10 11 12 (yr in school)

1. STUDENT'S NAME _____ DATE OF BIRTH ___/___/___

2. CURRENT ADDRESS _____ PHONE (____) _____
(city) (zip) (area code)

3. FORMER ADDRESS _____
(city) (zip)

4. TRANSFER FROM _____ HIGH SCHOOL TO _____ HIGH SCHOOL
(previous school name) (new school name)

5. ENROLLED IN PREVIOUS SCHOOL FROM ___/___/___ TO ___/___/___ Began attending NEW school on: ___/___/___
(high school enrollment only) (month/day/year) (month/day/year) (month/day/year)

6. LIST ALL HIGH SCHOOLS & DATES ATTENDED: _____

7. APPLICATION MADE UNDER THE FOLLOWING: (Please check next to the one for which you are applying:)

- APPLICATION FOR 1ST TRANSFER PRIOR TO THE BEGINNING OF THE 3RD CONSECUTIVE SEMESTER SINCE ENROLLING IN THE 9TH GRADE..BY-LAW 207 A..3
- APPLICATION FOR NON DISCIPLINARY TRANSFER WITH NO PARTICIPATION IN ANY SPORTS AT ANY LEVEL IN THE PREVIOUS 12 MONTHS—BY-LAW 207B.1
- APPLICATION FOR TRANSFER LIMITED ELIGIBILITY ONLY---BY-LAW 207.B
- APPLICATION FOR TRANSFER HARDSHIP VARSITY ELIGIBILITY EXCEPTION BYLAW 208
- APPLICATION FOR TRANSFER IN A CIF-APPROVED FOREIGN EXCHANGE PROGRAM: _____
(name of program-CIF Bylaw 209)
Name of Public High School in which attendance area the host family resides _____
- APPLICATION FOR TRANSFER FROM A FOREIGN COUNTRY NOT IN A CIF-APPROVED EXCHANGE PROGRAM

8. PLACE A CHECK MARK IN FRONT OF EACH SPORT YOUR COMPETED IN AN INTERSCHOLASTIC SPORT CONTEST AT ANY LEVEL IN DURING THE 12 MONTHS PRECEDING THE TRANSFER AT YOUR PREVIOUS SCHOOL:

This includes all scrimmages, practice games, pre-season games, league games, playoff games etc! ANY contest of ANY kind

<input type="checkbox"/>	BADMINTON	<input type="checkbox"/>	BASEBALL	<input type="checkbox"/>	BASKETBALL	<input type="checkbox"/>	CROSS COUNTRY	<input type="checkbox"/>	FIELD HOCKEY	<input type="checkbox"/>	FOOTBALL
<input type="checkbox"/>	GOLF	<input type="checkbox"/>	GYMNASTICS	<input type="checkbox"/>	LACROSSE	<input type="checkbox"/>	SKIING	<input type="checkbox"/>	SOCCER	<input type="checkbox"/>	SOFTBALL
<input type="checkbox"/>	SWIMMING	<input type="checkbox"/>	TENNIS	<input type="checkbox"/>	TRACK	<input type="checkbox"/>	VOLLEYBALL	<input type="checkbox"/>	WATER POLO	<input type="checkbox"/>	WRESTLING

I DID NOT PLAY SPORTS AT ANY LEVEL AT ANY SCHOOL IN THE LAST 12 MONTHS

9. FORMER SCHOOL ATHLETIC DIRECTOR'S SIGNATURE AFFIRMING THE ABOVE: _____

10. STUDENT'S GPA IN THE LAST GRADING PERIOD AT THE PREVIOUS SCHOOL _____ . _____ GPA

11. CERTIFICATION OF APPLICATION: By filing this application for interscholastic athletic eligibility, I specifically authorize any and all of this student's former and current/new high schools to release all records regarding this student and to disclose to the CIF Section ("CIF") representative any information or documentation needed or requested by the "CIF" in making this eligibility determination. I authorize the "CIF" to use that information in making its decision. I understand that the "CIF" may be unable to grant athletic eligibility absent the disclosure of relevant information or documentation from this student's former or current/new high schools. I am authorized to make this request. I affirm that all of the above statements are true to the best of my knowledge. I further affirm that I understand that if subsequent to the approval of this application, it is discovered that this approval was granted under false, erroneous, inaccurate or incomplete information, severe penalties affecting the future eligibility of this student-athlete may result. (CIF By-law 202)

SIGNATURE OF PARENT/GUARDIAN

SIGNATURE OF STUDENT

DATE

CIF Federated Council Meeting

May 8-9, 2009

ACTION ITEMS

1. CIF Budget, 2009-10. PASSED.
Income \$4,509,085
Expense \$4,419,915
State CIF Staff: Three percent salary increase
2. State Championship Football Bowl Games Expansion. FAILED.
Would have added a regional round in each division, north and south in December 2010, to be played the second week in December.
3. State Reimbursement Formula for Team Championship Events. PASSED
Sports: Basketball, volleyball, football, soccer, and tennis. This creates an equitable reimbursement policy for reimbursements for mileage, lodging, and meal expenses.
4. Professional Tryout. PASSED
During that high school's season of sport, a student becomes ineligible for CIF competition in any sport if he/she participates in any tryout for a professional team.
5. Multi-School Revision. PASSED.
Requires fees to be paid at the time of the application and sets deadlines for new and renewed applications. For new submissions, late applications will be rejected. For renewals, there is a \$200 late fee.
6. Physical Assault Revision. TABLED.
Adds that a coach and the school he/she represents who physically assaults the person of a game or an official shall be subject to sanctions up to and including the school's loss of standing as a member of CIF. This item has been sent back to the Commissioner's committee for further revision.

DISCUSSION ITEMS/REPORTS/FIRST READINGS

1. Master Plan Revision for New Events. Revises the implementation order of new championships with girls wrestling, tennis, boys volleyball, swimming, badminton, water polo, and baseball/softball. No timelines for adoption. Must be adopted in the order listed.
2. Governance Task Force. Has met. Has been discussed in sections. The primary focus areas are: (1) Communications, (2) Reconfiguration of CIF, (3) Consistency of rules, and (4) Public/private/charter issues.
3. Contact Time Limitations. TABLED. Three hours daily and 18 hours weekly maximum in countable athletic-related activities, including contests and practices.
4. Wrestling, 40 Match Rule Revision. Would declare an athlete ineligible for remainder of the season if he/she goes over the 40 match limit.
5. A-11 Offense in Football. Permission to use the A-11 offense in football as a three-year pilot program by Piedmont High School, which has now been rendered illegal under new NFHS football rules.
6. Legislation: Status of Bills Introduced.
 - a. AB 81 (Strickland) Pupils in Foster Care. Foster care children are residentially eligible who change residences by court order or through a decision of a child welfare worker.
 - b. AB 351 (Salas). A governing board may exempt pupils from P.E. if the pupil participates in JROTC, cheerleading or dance team, drill team, or marching band.

- c. AB 533 (Hayashi). Requires coaches taking or renewing first-aid certification to take training in catastrophic injuries to include head and neck injuries, asthma attacks, heatstroke, and cardiac arrest.
- d. AB 1039 (Strickland). Would allow an appeal of a final decision of the CIF regarding eligibility to be heard by the County Office of Education Board who would be the final arbiter.
- e. AB 1154 (Strickland). Whenever sanctions on a team or school are imposed by CIF, CIF sections and the state CIF are encouraged to post the information on their website.
- f. SB 212 (Florez). Authorizes boards to provide for the annual cleaning and sterilization of wrestling equipment.