



CITY CONFERENCE MINUTES
ATHLETIC DIRECTORS & ADMIN DESIGNEES
TUESDAY, MARCH 19, 2024 – 8:30 AM
CANYON HILLS HIGH SCHOOL



PRELIMINARY

FUNCTIONS.....

.....(ITEMS 1-3)

Meeting was called to order at 8:34AM.

SDCC MEMBERS PRESENT:Listed
by school alphabetical order

Y. Liew, J. Pisapia, N. Stevens, T. Anthony, J. Briggs, R. Hoffman, A. Nowak, A. Brooks, K. Butcher, C. De Freitas, V. Stahley, M. O'Kelley, J. Sachs, A. Quesnell, C. Gordon, D. Fai, R. Mabanta, B. Hester, R. Peters, R. Jackson, J. Fowler, R. Lardizabal, E. Leszynski, J. Palacios, M. Lincoln, T. McNair, K. Soares, J. Pacofsky, J. Clark, R. Matuk, M. Diaz, J. Stepner, P. Coover, R. Parra, T. Wilson, M. Haupt, A. Lincoln, D. Asuncion, T. Cassen, R. Marquez, S. Giusti, S. Srsic, S. Hopgood, K. Escriba, D. Rogers and J. Stanley

1. President's Message.....Scott
Giusti, City Conference President
 - a. Head Scratchers from San Diego City Conference Schools
 - R. Marquez demonstrated how to enter scores in UTR Sports for tennis. ADs have access to their school. Key tabs are Roster and Schedule. Key thing to look at is the Overall Record. Matches can be viewed in the Schedule. If the score shows Draft, it means that it has not been finalized. Deadlines and the same consequences apply, \$100, or miss the next match.
 - Reminder was shared to make sure to have coaches enter the scores in UTR for boys tennis.
 - Shared a few head scratcher moments throughout the San Diego City Conference schools.
 - b. SDCC Winter CIF Champions ([click here](#)) & History of Champions ([click here](#))
 - Shared the link to show the winter championships and championship history and that it is on the City Conference website.
 - c. CIF Mission Fed Student Athletes of the Year for Winter ([click here](#))
 - The City Conference would like to keep acknowledging the student athletes.
 - Asked to take photos of the student athletes who were nominated to drogers@sandi.net. The photos will be posted on social media and websites.
 - d. New CIF Bylaws ([click here](#))
 - Shared to learn about the new CIF Bylaws as ADs are responsible to know and implement the details.
 - e. Communication Between ADs and Site Admin
 - Shared that the girls flag football voting result at the Athletic Council meeting was not the same as what City Conference recommended. The Athletic Council voted for option 1 and it was the coaches recommendation.
 - It was clear that ADs/APs and Site Administrators were not communicating about it and that communication needs to happen.
 - C. De Freitas requested to receive the agenda for the Athletic Council meetings so that he can communicate with the site administrator better.
 - T. Cassen shared that the communication will make a big difference.
 - f. Miscellaneous
 - Shared to apply for the Nike flag football grant if sites offer the program and let S. Giusti know if/when applied.
2. CIF Message.....T.
Cassen, Assistant Commissioner
 - a. CIFSDS Potential New Uniform Policy
 - Uniforms should have the school color, school name, and/or mascot.
 - J. Pisapia asked what has been done, when uniforms were not in compliance. T. Cassen said no penalty for volleyball and soccer, and basketball starts the game with technical. It's up to the officials.
 - b. Officials Fees Increases Update & Complaint Process ([click here](#) see page 3)
 - Shared that track & field is still negotiating and that CIF will have all the officials' fees.
 - c. Spring Sports Deadline (email sent 3/13 from CIF and 3/14 from J. Stanley)
 - Scores and schedules are due this Friday in CIF Home, UTR for tennis. Rankings should go live next week.
 - April 1 is the deadline for complaints form for this year.
 - Reminder was shared to make sure to have a sportsmanship meeting with families.
 - Link was shared that procedures for complaints against officials process.
 - d. CIF Census (email sent 3/13)
 - Census is due before the spring break for SDUSD, non SDUSD should send an email to S. Giusti when it's submitted.

- Information was shared that CBED numbers should be used for the census.
 - e. Additional CIF Items
 - Master calendar for 2024-25 is posted on the website. Field Hockey requested the earlier start.
 - North County Conference proposal for football is on the agenda for voting at the Board of Managers meeting tomorrow.
 - CIF approved the 70/30 model for all the Power Ranking sports, except for football.
 - Reminder was shared to have a person who is in charge of Heat Illness State Bylaw.
 - An Emergency Action Plan must be posted.
 - R. Lardizabal asked if there is a tryout window in CIF Bylaws. Is there any way for ADs to file for a waiver to have freshman and sophomore athletes? T. Cassen shared that the Bylaws are set for now, but can be brought up to the State.
 - A reminder was shared for schools to participate in Battle of the Fans.
3. Approve City Conference Meeting Minutes from 1/16/24 ([click here](#))
- 1st by T. Wilson, 2nd by D. Asuncion, no discussion, no opposition, no abstentions, all in favor, approved unanimously.

PRESIDENT AND DIRECTOR'S INFORMATION

ITEMS.....(ITEMS 4-13)

4. Quick Hits
- a. SDCC Coach Contact Information- please update spring prior to the end of day on Fri 3/15 ([click here](#))
 - Reminder was shared to return the documents to J. Stanley.
 - b. SDCC & SDUSD Smug Mug Photo Link ([click here](#))
 - Shared that there were a total of 1,247,529 hits so far on Smug Mug since the account was opened on November 20.
 - c. SDUSD Athletic Physical Event Sat 6/8 at San Diego HS & message for you to share with your families ([click here](#))
 - An update was shared about the Athletic Physical Event for SDUSD, the flier will be sent out when available.
 - Asked to share the information with the middle schools so the current 8th graders can participate as well.
 - d. SDUSD Out of Season Sports Approved Programs ([click here](#)) & FAQs ([click here](#))
 - Link was shared for review.
 - Reminder was shared to prepare for 7 on 7 basketball out of season, if sites are offering.
 - K. Butcher requested clarification, AAU insurance runs from August to August.
 - T. McNair asked if 7 on 7 was considered out of season. T. Cassen said no if the 15 days are being used.
 - e. SDUSD AD Handbook ([click here](#))
 - Reminder was shared that the link should be reviewed on a regular basis.
 - f. SDUSD Professional Development Plan for All Athletic Directors
 - Shared that there is no professional development today due to the membership meeting after the City Conference meeting.
 - g. SDUSD Trophy Helmets
 - Shared that the Athletics Department has trophy helmets and asked to let S. Giusti know if ADs/APs would like some. Delivery can be arranged.
 - h. Donations: Rose Bowl Helmets and LA Clippers Jerseys
 - Reminder was shared not to sign or send anything to the Rose Bowl, or to the LA Clippers. Provide the site basketball jersey and a football sticker to D. Rogers, if asked.
 - i. Miscellaneous
 - N/A
5. Sport Specific Items
- a. SDCC Wrestling- Postseason Messaging and Next Year Expectations
 - Shared that there will be no more tri meets.
 - Shared that All League selection will be at the postseason coaches meeting for league, not after CIF playoffs.
 - Information was shared that there will be a drawing to decide which site will host the Willie Jones tournament and will choose the lineup for the next 20 years. Lincoln High School will host 2024-25 and the tournament will be at Lincoln High School. If a site cannot host at their location, but would like to run the event, the tournament will be at Lincoln High School and the site who is in the turn will be running the event at Lincoln High School. If a site passes to host or run the tournament, the site will go to the bottom of the list.
 - R. Jackson asked what the benefit is to host, the answer is that the City Conference gives \$4,000 to run the event and if the tournament makes a profit from things like ticket sales, the program can keep the funds.
 - D. Rogers is working on creating a video to honor Willie Jones.
 - Some coaches are interested in creating code of conduct for the coaches meetings.
 - J. Pisapia requested the awards to be a set amount.
 - b. SDCC Baseball- Petco Park
 - Shared that Lincoln High School and University City High School will play at Petco Park and notified CIF that there are additional teams that are interested in playing at Petco Park.

- c. Cheerleading: SDCC cheer coaches want to remain in the fall pre/postseason coaches meetings
 - Plan is to have a City Conference sponsored competition before the CIF competition next year.
 - Cheerleading will be in fall coaches meetings per cheer coach preference.
 - A. Brooks asked when the schools could start the tryouts. T. Cassen said August 1.
 - D. Asuncion requested to move cheer to fall in Coaches Clearance, so HR can clear the coaches in the fall.
- d. Tackle Football
 - i. N. County Proposal/Metro Conference Proposal
 - North County Conference proposal for football is on the agenda for voting at the Board of Managers meeting tomorrow.
 - ii. SDUSD Riddell Contract- New Contract
 - Shared that the contract for SDUSD is scheduled to go to the Board of Education on March 26.
 - Shared that Riddell won the bid for reconditioning and new Riddell helmets. BSN Sports won the bid for new Schutt helmets.
 - iii. SDUSD Equipment Inventory Management
 - 1. 2023-24 Starting Inventory ([click here](#))
 - 2. Tracking Sheet Process ([click here](#))
 - Shared that the football equipment should have been picked up by Riddell and S. Srsic is verifying the information with each site.
 - Tracking sheet should be complete and will be asked to send a copy to S. Srsic.
- 6. SDUSD Middle School Athletics

Status update.

 - a. SDUSD Spring Middle School Sports: Wrestling, Cheerleading, Flag Football
 - Wrestling is being coached by high school coaches and practices are taking place at the high school.
 - Host site should be set up by the high school coaches.
 - 30 schools are having cheer and will be cheering at flag football games. The Athletics Department is looking into having a cheer competition.
 - b. SDUSD Facility Usage ([click here](#))
 - Recommended to have concessions when hosting Middle School Athletics games.
 - Information was shared to communicate with the custodian when hosting to make sure the timecard had been submitted.
- 7. Facilities and Transportation

Status update on facility and transportation items.

 - a. SDCC Facility Challenges and Impacts
 - Asked for facilities that are going to be shut down for an extended period of time thus City Conference will have scheduling impacts.
 - i. Facility Impacts: Canyon Hills track, Lincoln track and girls LAX, Mira Mesa track, Morse track
 - Asked if there are other sites that the City Conference needs to be aware of. None were reported.
 - b. SDUSD Turf Tank
 - Shared a video of a Turf Tank that can mark the Turf field. It costs \$10K to lease and Scripps Ranch High School wants to share the cost with other sites to rent out.
 - J. Palacios will have a demo on Thursday and asked to send questions if there are any, so they can be asked.
 - c. SDUSD Transportation ([click here](#))
 - Reminder was shared that the information was sent in an email.
 - K. Butcher asked if the van rental is for a roundtrip, the answer is yes.
 - D. Fai asked if the transportation can have an accurate address to the destinations, such as the gym, and field. S Giusti asked to send the request via email.
 - d. SDUSD Facility Rentals, check in
 - Asked if there are any issues, none were reported.
 - Shared about Lincoln High School facility. The field will be remodeled and will not be able to host in 2024-25. Asked for special approval from CIF for Lincoln High School to use LMEC field, but it will alternate with other nearby high schools.
 - e. SDUSD NFHS Pixellot & HUDL Cameras
 - Information was shared that the State CIF shared HUDL will not be connected with NFHS.
 - R. Jackson shared that baseball and softball are really good with NFHS cameras.
 - J. Pisapia shared Canyon Hills High School stadium NFHS camera is down due to the construction.
 - A. Nowak shared that NFHS quality was bad when he watched the lacrosse game and it was not tracking properly.
 - T. Wilson shared HUDL only needs a power plug while NFHS requires a tower.
 - M. Haupt asked how long the contract is, the answer is one to two years.
 - f. SDUSD AED Status to Meet State Law and CIF Bylaw ([click here](#))
 - Shared a link with AED status. Asked to enter information.
 - Morley Field does not have access to AED.

- City pool AED information will be asked about by the Athletics Department, but if using non-city pool, ADs are responsible for finding out.
 - Correcting the date to determine how many AEDs SDUSD schools need.
 - J. Pisapia shared that due to the construction of the field at Canyon Hills, some AEDs are not accessible.
 - AEDs will be registered with Project Heartbeat.
8. SDCC Athletic Data
Status update on ejections, transfers, and probation.
- a. SDCC Ejections ([click here](#))
 - Nineteen schools out of twenty three schools received red cards. Christian High School, Coronado High School and OLP did not receive one for soccer, however, Christian High School received one in basketball, Coronado High School received one in spring. OLP is the only one who has not received ejection.
 - B. Hester shared that he went to a boys soccer game at Madison and looked like referees were weaponizing the yellow cards as seven were given at the JV level.
 - b. SDCC Transfers ([click here](#))
 - Shared the link with transfers data.
 - c. SDUSD Probation Data and Status Update
 - S. Hopgood shared the data and status.
 - 3 year average:
 - 67% increase GPA (2/3's of student improve)
 - 54% increase eligible (Half the students become eligible)
 - GPA increase average is 0.55 (half a point)
 - CPA increase average is 0.26 (a quarter point)
 - 23-24 is looking top be 72 FEWER waivers used than 22-23
 - From a district point of view we can project on a yearly basis:
 - 750 waivers will be used, 2/3 of the players will improve, half will become eligible with a 0.5 gpa / 0.25 cpa increase.
 - 502 will improve
 - 405 will become eligible
 - 345 will remain ineligible (-46%)
 - Waivers by Sport: TOP 5
 - Football - 210
 - Boys Soccer - 60
 - Girls Soccer - 32
 - Girls Volleyball - 27
 - Wrestling - 23
9. 2023-24 Financial Items
Reminder of next steps and discussion of impacts for the following financial items.
- a. Basketball Gate Recap (email sent by S. Giusti 12/15) & Reminder of SDCC Allowable Expenses ([click here](#))
 - Reminder was shared that the basketball gate recap was due on March 1.
 - Asked ADs to make sure the Blue Book is followed and APs to assist the Finance Clerk with obtaining key documents to complete the gate recap reports.
 - b. SDUSD Spring Athletic Extended Day Unit Grid Open as of 3/14 (for those who have submitted winter timecards)
 - Shared that the grid is open for all sites to enter coaches information.
 - c. SDUSD Coach Time Cards- Reporting Scores (email sent on 3/18)
 - Reminder was shared that the scores must be reported for coaches to get paid.
 - d. SDUSD CIF Playoff Coach Extended Day Pay
 - Shared that J. Stanley will send out timecards after ADs confirm the entries in the Google Sheet.
 - e. SDUSD Athletic Reimbursements ([click here](#))
 - Link was shared for review and reminded that the sites are responsible to submit the form to the district Accounts Payable every month.
 - f. SDUSD Trainers
 - Mission Bay High School and Morse High School confirmed that the sites have trainers.
 - Asked if there are any issues, none were reported.
 - g. SDUSD BSN Sports Contract Update
 - Shared that SDUSD can still use BSN and take advantage of getting discounts and use BSN rewards.
 - Asked to contact if there are any issues.
10. SDUSD Human Resources Items
2023-24 staffing process.

- a. Coaching Opportunities ([click here](#))
- Shared that D. Rogers will be monitoring and updating the Google Sheet.
- Asked to utilize to help promote and work together to keep the information up to date.
 - b. SDUSD [2023-24 Hiring Process](#), Roles and Responsibilities in Hiring Coaches ([click here](#)) & Support Staff ([click here](#))
- Shared that the committee continues to meet to improve the process, roles and the responsibilities.

11. SDCC Meeting Attendance for 2023-24

Status update on all parties attending the appropriate meetings.

- Reminder was shared to plan accordingly to attend meetings.
- Shared to review attendance for all meetings in the links below.
 - a. SDCC Pre and Postseason Coaches Meeting Attendance ([click here](#))
 - b. City Conference Attendance ([click here](#))
 - c. Athletic Council Attendance ([click here](#))
 - d. CIF Training Attendance ([click here](#)) & SDUSD Training Attendance ([click here](#))

12. SDUSD Coaching Education Course Dates for 2023-24

Courses will be conducted via Zoom.

- R. Lardizabal commented that Microsoft Teams will be the format to use now that SDUSD will remove Zoom.
 - a. Zoom @5:00PM: 4/16, 6/4
 - b. If there is a need in addition to the dates below, contact Ron Lardizabal.

13. Resources

A reminder of available resources to reference when needed.

- Available resource links that are intended to be easy to use when needed.

SDUSD Athletics Website	SDCC Website	CIF Website	CIF Master Calendar
Athletics Calendar	SDCC Blue Book	CIF Playing Matrix	CIF Advisory Mtg Dates
SDUSD Grading Periods	CIF Green Book	CIF Sit Out Period Dates	CIF Max Contacts
SDUSD Out of Season Sports Request Form		Approved SDUSD Out of Season Sports List	

CONFERENCE COMMITTEE

REPORTS.....(ITEM S 14-18)

- 14. SDCC Leaguig Committee: Cathedral, La Jolla, Lincoln, Madison, Mira Mesa, Morse, Point Loma, Saints, Athletics Office
 - A. Quesnell shared that the proposal should be able to be shared at the next meeting.
- 15. SDCC Conference Membership Dues: Christian, Coronado, Mira Mesa, Saints, Athletics Office
 - Shared that the committee is meeting after the City Conference meeting.
 - Shared that the committee has been working to collect data, reasoning behind it and the recommendations.
 - The information will be sent out before the next City Conference meeting for vote.
- 16. SDCC Novice Pilot ([click here](#)): Canyon Hills, Madison, Mira Mesa, Point Loma, San Diego, Athletics Office
 - Football, boys and girls water polo have proposals for piloting novice teams.
 - Recommendation will be shared at the next City Conference meeting for vote.
- 17. SDUSD Budget Research: Clairemont, Hoover, Lincoln, La Jolla, Mira Mesa, Mission Bay, San Diego, UC, Athletics Office
 - Shared that S. Giusti will be calling to confirm the entry in the shared Google Sheet for supply orders.
- 18. SDUSD Human Resources: Crawford, Lincoln, Mission Bay, San Diego, Athletics Office
 - The Athletics Department will meet with HR and share the challenges. Updates to follow.

ACTION

ITEMS.....(ITEM 19)

- 1st by T. Wilson, 2nd by T. McNair
- 19. 2024-25 Fall Schedules (email sent by S. Giusti on 3/5)
 - R. Lardizabal shared cross country does not have an official date set for Mt. Sac Invitational therefore the schedule is what it has been in previous years. Provision that the bye week in all leagues will coincide with the Mt. Sac Invitational when the date becomes official.

- Field hockey starts August 3 by the CIF change and the first league matches are scheduled for Wednesday, September 27 due University City and Canyon Hills having a tournament on Saturday, September 28.
- Girls volleyball had some schedule updates due to typos.
- Approve - 23, Canyon Hills, Cathedral, Clairemont, Christian, Coronado, Crawford, HTHSD, Hoover, Kearny, La Jolla, Lincoln, LMEC, Madison, Mira Mesa, Mission Bay, Morse, OLP, Patrick Henry, Point Loma, Saints, San Diego, Scripps Ranch, University City
- Oppose - 0
- Abstain - 0
- Approved to move to the Athletic Council for voting.
- Motion to start contests at 4:00PM made by R. Lardizabal to be consistent with the other sports.
- Voting for changing start time for the gym sports (badminton, basketball, girls and boys volleyball), currently starting at 4:30PM, change to 4:00PM start to be consistent with the other sports. ATC hours will be maximized.
- R. Jackson asked if Blue Book can have the change listed. S. Giusti answered yes.
- M. Diaz asked if Lincoln field and track construction would have schedule impacts. S. Giusti said it was too early to know.
- S. Giusti asked about the availability of officials. R. Lardizabal said it was not a problem.
- J. Pisapia shared students would have to be pulled from class for a 4:00PM start time.
- A. Nowak shared parents currently make the time.
- Approve - 22, Cathedral, Clairemont, Christian, Coronado, Crawford, HTHSD, Hoover, Kearny, La Jolla, Lincoln, LMEC, Madison, Mira Mesa, Mission Bay, Morse, OLP, Patrick Henry, Point Loma, Saints, San Diego, Scripps Ranch, University City
- Oppose - 1, Canyon Hills
- Abstain - 0
- Approved to move to the Athletic Council for voting.

ANNOUNCEMENT OF NEXT MEETING/ADJOURNMENT

20. Tuesday, April 16, 2024 8:30AM at Canyon Hills HS
 - Reminder was shared to mark your calendars for the next meeting.
21. Roundtable
 - d. Leaguings Committee meeting 10 minutes after the conclusion of our meeting
 - J. Pisapia shared that the lacrosse games entrance is on the map, to communicate with families.
 - R. Lardizabal shared that HSSA information scholarship applications and Google information will be available.
22. Meeting Ends
 - Meeting adjourned at 11:38AM.

More In Depth Reading

North County LAX Open Division Proposal ([click here](#))
 Revision of CIF Bylaws 600.1, 600.2, 510.1 ([click here](#))
 Metro Conference 70/30 Power Ranking Proposal for all sports using Power Rankings ([click here](#))
 North County Post Season Divisional Placement- Football Playoffs Proposal ([click here](#))
 State Legislation AB 245 ([click here](#))
 State Legislation AB 1653 ([click here](#)) and State CIF Bylaw 503 Heat Illness Protocol ([click here](#))