



CITY CONFERENCE MINUTES
ATHLETIC DIRECTORS & ADMIN DESIGNEES
TUESDAY, APRIL 18, 2023 – 8:30 AM
CANYON HILLS HIGH SCHOOL



PRELIMINARY

FUNCTIONS.....

.....(ITEMS 1-3)

Meeting was called to order at 8:33AM.

SDCC MEMBERS PRESENT:Listed
by school alphabetical order

J. Pisapia, N. Stevens, P. Bugg, R. Hoffman, A. Nowak, R. Nixon, K. Butcher, V. Stahley, M. O'Kelley, J. Sachs, A. Quesnell, C. Gordon, D. Fai, R. Mabanta, A. Harbecke, R. Peters, R. Jackson, R. Lardizabal, J. Palacios, M. Lincoln, T. McNair, K. Soares, J. Pacofsky, J. Clark, J. Groff, M. Diaz, J. Stepner, P. Coover, R. Parra, T. Wilson, M. Haupt, A. Villalobos, D. Asuncion, R. Marquez, S. Giusti, S. Srsic, S. Hopgood, K. Escriba, L. Jones, D. Rogers, and J. Stanley

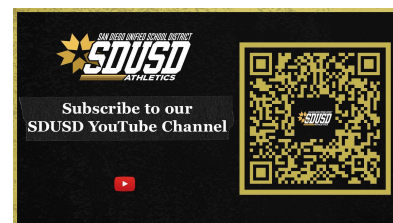
1. President's Message.....Scott Giusti, City Conference President
 - a. You think your field is bad...
 - Shared pictures of field conditions at some school sites and many fields were impacted due to the continuous rain.
 - b. CIF Student Advisory Board Next Steps
 - Shared that more information will be shared soon.
 - A question was asked if ADs are expected to provide transportation for students, and if ADs are supposed to attend. Answers are no, ADs are not expected to provide transportation for students and ADs are invited to attend.
 - c. CIF Badminton Support for SDCC ([click here](#))
 - Shared a presentation that was proposed to CIF asking for financial support for badminton tournaments.
 - If Rancho Bernardo applies to join the conference for badminton, there will be enough schools from North County and North County will be able to make their own league.
 - If there are two conferences and 20% of teams, there will be a CIF championship.
 - d. CIF Master Calendar 2023-24 ([click here](#))
 - Shared to email questions directly to CIF and copy S. Giusti if there is feedback for the master calendar draft.
 - e. HSSA Information
 - R. Lardizabal shared that this Friday is the deadline for ADs to submit the scholarship nominees.
 - Scholar Athlete breakfast is on May 15 and maximum is 650 people to attend. Each student athlete gets two tickets and ADs and Admins are guests. Tickets are on GoFan and not available at the door.
 - f. Miscellaneous
 - CIF is accepting applications for golf programs to receive a \$500 gift card, \$500 for boys golf and \$500 for girls golf, and it is due on May 1. This is provided by a golf grant.
 - CIF is requesting aquatics programs to make sure to update ADs and coaches information on Arbiter.
 - Football officials scholarship information was sent out and asked to share with student athletes to give them every opportunity.
 - Sportsmanship for baseball has been an issue. If the issue continues to occur, administration supervision will be a requirement at the games. Asked to have a conversation with baseball coaches.
2. CIF Message.....R. Marquez, CIFSDS
 - a. CIF SDCC Census
 - All SDCC schools completed the census in the timely manner.
 - Shared that the website blocks the access and does not go to other pages for ADs unless the census is done.
 - b. CIF Posting Transfers by School, similar to Southern and San Juan sections ([click here](#))
 - Shared that this item has been approved by the Board of Managers and that July 3 is the target date, but could be July 4 for the information to be available.
 - Information was shared that CIFSDS is releasing a new website on July 1.
 - Information was shared that if CIF clears transfer students prior to the launch date, they will not be listed as transfers on the website.
 - c. CIF Process for Submitting the New "No Contact Period", that was brought forth by the SDCC ([click here](#))

- Shared that the new contact period was approved. Information was shared that the same entry system is used for both individual weeks and individual sports.
 - Question was asked if there is no entry, will the dates be the same as before, the answer is to still enter the first week.
 - d. CIF Status Updates on CIF Bylaw 206 (Valid Change of Residence) and CIF Bylaw 510 (Undue Influence)
 - Shared that there will be a new document added to the bylaw 206 with a list of documents that families need to provide and this is a State change for all sections. Information was shared that proof of leaving and proof of termination must be provided.
 - Shared that bylaw 510.1 will provide dos and don'ts, mandatory meetings per conferences and updated compliance form including coaches and ADs will receive them.
 - e. CIF Football Coaches Meeting via Zoom- CIF Bylaw 600.2 Outside Season of Sport ([click here](#))
 - Information was shared that there is a Zoom meeting for football coaches on April 18.
 - Question was asked if the meeting was recorded, the answer is yes.
 - Shared that high school football coaches are allowed to meet with 8th graders as Middle School Athletics flag football coaches.
 - f. CIF Key Points of April 6, 2023 CIFSDS Memo ([click here](#))
 - Shared that girls flag football memo will be coming out along with rules.
 - Reminder was shared that it is important that all the scores are entered as accurately as possible.
 - Small schools proposal to split into two is up for Governance approval.
 - g. Miscellaneous CIF Items
 - If golf coaches did not receive information about the \$500 gift card, contact R. Marquez.
3. Approve City Conference Meeting Minutes from 3/21/23 ([click here](#))
- 1st by R. Lardizabal, 2nd by D. Fai, no discussion, no opposition, no abstentions, all in favor, approved unanimously.

PRESIDENT AND DIRECTOR'S INFORMATION

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

4. Quick Hits
- a. SDUSD Athletic Physical Event Sat 6/10 at San Diego HS ([click here](#))
 - Currently working with San Diego High School and UC San Diego and the event will be on Saturday June 10.
 - Cost is \$10/student.
 - Free heart screening for students is provided by Eric Paredes Save A Life Foundation.
 - Incoming 9th graders are welcome to attend.
 - If sites need a bus, contact the Athletics Department, but know the bus will need to be filled.
 - b. SDUSD Athletics YouTube Channel ----->
 - Shared that the Athletics Department has launched a YouTube channel managed by D. Rogers.
 - Asked to share to subscribe.
 - c. SDUSD Coaching Opportunities ([click here](#))
 - Reminder was shared to communicate with your coaches as there are options to help promote.
 - d. SDUSD AD Handbook ([click here](#))
 - Reminder was shared to continue to monitor the AD Handbook as there continue to be edits and additions.
 - e. SDUSD's "The Training Table" ([click here](#))
 - Reminder was shared to see D. Rogers if there is a trainer doing a great job so the Athletics Department can promote.
 - f. SDUSD Emerging Female Sports and Impacts ([click here](#))
 - Shared that April 25 is the Board of Education (BOE) meeting for female sports to be approved for SDUSD.
 - Sports are girls beach volleyball, competitive & stunt cheer, girls cross country, girls flag football, and girls wrestling.
 - \$500,000 is the estimated fiscal impact for the district.
 - Shared it will be three units for each sport.
 - Shared that girls cross country and girls wrestling will not get additional funding for equipment.
 - Shared that the Athletics Department requested funding for start up and ongoing costs for girls flag football and girls beach volleyball.
 - Shared that there should be a boys coach and girls coach for cross country and wrestling.
 - g. CIF NIL Signing Celebration ([click here](#)) & SDUSD Next Level Athletes- need to update ([click here](#))
 - Shared that there were not many people in attendance.
 - Shared that SDCC and SDUSD will work with the San Diego Sports Association to help promote.
 - Shared that there will be SDCC media backdrops for schools and student athletes to use.
 - Asked to update and add information in the Next Level Athletes link.
 - h. Miscellaneous
 - Reminder was shared that BOE for SDUSD only approved GoFan for ten football games and for league basketball games and not to be used for other events like school dances, etc.



- Reminder was shared to email NFHS and S. Hopgood if the NFHS camera has issues.
- Shared that four by four schools have entered information on probation Google Sheet on time with no issues.

5. Officials

a. SDCC Soccer Assignor Charges

- Shared that Grossmont and SDCC met with CIF and expressed concerns and CIF met with Soccer Association.
- Shared that CIF will give details of what was decided then the Athletics Department will provide the feedback to SDCC.
- Asked non SDUSD schools to check invoices and that unnecessary charges are removed.
- Asked SDUSD schools to hold on to the invoices until directed.

b. Official Shortages in High School Sports and Impacts

- Shared that there may be games that need to switch due to official shortage with multiple sports.

c. Future Increased Officials Fees are Coming

- Shared that there will be large increases in officials fees in 2024-25.
- Shared that this change will be for all sports.

d. Review of CIF on Charges ([click here](#))

- CIF Officials document was shared for a review.
- Asked for feedback so the representatives can negotiate to change the committee's document.
- K. Butcher and R. Jackson referenced bold section on page seven, confusion of being charged for changing the schedule after the CIF's first allowed game even though no officials are assigned for games.
- Impacts may involve JV teams not being able to play due to getting charged for adding JV games and that may take away funding for varsity teams.
- Concern was shared that there is a \$15 charge for every change in schedule including time, date, and site after officials have been assigned.
- A. Quesnell referenced the third bullet point, charging multiple fees for one game.
- A. Quesnell referenced section I. two. that there is a \$10 transportation fee for both JV game and varsity game, but it should be per official per day, not per game.
- There is confusion of home school being charged even though the visiting school is at fault for canceling the game although the document states schools will pay the \$15 change fee, but the fee will not apply if the home school cancels the contest, notifies the officials in reasonable time, notifies the assignment secretary and does not reschedule the contest. (Section I. one.)
- R. Nixon suggested for the Officials Association to send notification notes about what will happen if there is adjustment.
- S. Giusti referenced "just talk to the assigner as it should be consistent and not have to negotiate each time."
- J. Palacios was curious how many deductions were taken, were the rules followed if officials showed up late to the game after it had already started, etc.

6. Girls Flag Football

State CIF & CIFSDS Girls Flag Football Status Update

- This item is on the BOE agenda for approval on April 25.
- If approved, it will be a fall season, 20 max contests and possibility of Monday through Wednesday based on the officials availability.
- Shared that two conferences and 20% of teams are needed to make CIF playoffs.
- Suggested to contact L. Jones to get insights of Middle School Athletics flag football coaches if sites need to hire coaches for girls flag football.
- Shared that Nike is looking into partnering with the district and supporting finances.
- Question was asked how many officials will be used, the answer is that it is still being determined. It is not in the rule book, shared that Middle School Athletics use three officials, 7v7 uses two officials.
- R. Lardizabal asked how SDCC is going to schedule, how the league will be, if games will be round robin, game time, etc and the answer is that SDCC will start communicating once BOE approves and dates will be from CIF.
- Suggested ADs to send out the interest survey for students and coaches.
 - a. SDUSD BOE Approval Date
 - b. Season of Sport and Days of Week
 - c. Rules ([click here](#))

7. Football

a. SDCC Football Schedule Form ([click here](#))

- Shared that if games are moved due to officials shortages, the Athletics Department communicates with both schools.
- Reminder was shared to enter the site football game schedule in the shared Google sheet.
- If sites are switching a game, sites must submit the game change form and both sites must be in agreement.
- If sites are changing the time, both sites must agree.
- Shared that lots of officials do Pop Warners on Saturday mornings.

- R. Lardizabal shared once information is entered, it cannot be cleared. The Athletics Office will follow up on this.
 - b. Football Shortage ([click here](#))
 - Shared that football season will be on a rotation of one to two games having to move off of Friday night for most weeks.
 - Asked to fill out the football schedule form so that best solutions for the conference can be made.
 - M. Diaz asked if other conferences will be notified if games are forced to be moved. The answer is no and ADs need to notify them.
 - S. Giusti shared that games that get moved to Saturday still have to charge entrance.
8. Facilities
Status updates on facility items.
- a. SDUSD Facility Rentals- check in
 - Asked if there are any rentals issues and none were reported.
 - K. Butcher shared Grossmont and La Mesa/Spring Valley such as Mt. Miguel charge drastically lower rate than SDUSD, S. Giusti shared the Facilities department is aware.
 - R. Peters asked if any sites are allowing dogs to the field and how to deal with people bringing dogs to the field. The Athletics Department will work with the district to send information out.
9. 2022-23 Financial Items
Discussion of next steps and impacts for the following financial items.
- a. SDUSD ensuring that athletic reimbursement claims are submitted monthly
 - Reminder was shared that the athletic reimbursement claims are due on June 12.
 - Recommended all APs and ADs to review the claims.
 - Shared that the district is looking for ways for the District Finance and AP to be able to share regular updates on athletic reimbursement claim submission.
 - Reminder was shared that the resource 96100 is for sites to use for athletics and rolls over.
 - b. SDUSD AD site athletic budget template
 - Reminded ePro deadline passed on Friday, April 14, which means any single assets \$500 or more will need to hit next year's budget.
 - Shared that Arbiter Pay is on the agenda for BOE to approve on May 16 and when it is approved, then Arbiter Pay will reimburse the sites for the transaction fee overages.
 - Shared that this will be a one year exception for reimbursement from Arbiter Pay.
 - Shared the deadlines for expense transfers, Friday, May 26, procurement posting, etc. Friday, June 9.
 - c. SDUSD football helmet inventory/ordering/reconditioning/etc.
 - Shared that the Athletics Department is still waiting on final gate recaps and checks from Crawford, Lincoln and Mission Bay.
 - Shared that Lincoln and Point Loma are not done with football gate, basketball gate, and ASB card recaps. Mission Bay is not done with basketball gate recap.
 - Reminder was shared to reach out to the Athletics Department and T. Valero at the Finance Department for support as needed.
 - K. Butcher asked how to prepare for amounts remaining from coaches with or without benefits. R. Jackson shared that planning ahead helps.
10. SDUSD Human Resources Items
2022-23 staffing process.
- Reminder was shared that all the same rules and information apply for staffing in spring season.
 - Status of uncleared coaches was shared.
 - a. 2022-23 Hiring Coaches email Mon 5/23, HR Cleared to Coach Google Sheet, [coachesclearance.com](#)
 - b. HR Point of Contact Susie Schaefer sschaefer@sandi.net & Athletics Office Scott Thomason sthomason@sandi.net
11. SDCC Meeting Attendance for 2022-23
Status update on all parties attending the appropriate meetings.
- Reminder was shared to plan accordingly to attend meetings.
 - a. Meeting dates are posted on the SDCC website under Resources>Athletic Calendar so you can plan accordingly
 - b. SDCC Pre and Post Season Coaches Meeting Attendance ([click here](#))
 - c. City Conference Attendance ([click here](#))
 - d. Athletic Council Attendance ([click here](#))
12. SDUSD Coaching Education Course Dates for 2022-23
Courses will be conducted via Zoom.
- Asked if there are any questions, none were asked.
 - a. Zoom @5:00PM:

➤ 5/3, 6/6

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

CONFERENCE COMMITTEE

REPORTS.....(ITEMS 14-18)

14. SDCC Ejections Status Update: UT Article ([click here](#))- committee includes Principals: J. Sabins, C. Larkin, E. Brown, S. Giusti
 - Shared that principals have information and there will be more information to come with spring season data.
15. SDUSD Human Resources: committee includes- J. Palacios, D. Fai, K. Butcher, P. Coover, S. Thomason, J. Stanley, S. Seiders
 - Shared that the committee is working with HR to roll out with Coaches Clearance.
 - Goal is to have 2023-24 Coaches Clearance to be up and running in May.
 - D. Asuncion asked if sites are to pay Home Campus dues because Home Campus has all the invoices together. Information was shared that sites pay Coaches Clearance and the Athletics Department pays for Athletic Clearance.
16. SDUSD Status Update: AD Standardized Job and Compensation Side Letter vs. SDEA Contract
 - Shared that the Labor Relations Department is looking at the side letter and a recommendation from S. Giusti to add extra prep for ADs who are at schools that have a large number of student athletes and teams on top of six units for supervision.
 - Shared that four to five schools qualify for extra prep due to having a large number of student athletes and teams.
17. SDUSD Status Update, Out of Season Sports: committee includes- S. Seiders, P. Coover
 - Process has been published and the implementation date is July 1.
 - Recommended for any communication to be in writing and so APs have that for when situations arise and have the proof it was communicated.
 - CIF is in support of the process.
18. CIF 510 Status Update: committee includes- R. Jackson, D. Fai, S. Giusti
 - No further update at this time.

ACTION

ITEMS.....(ITEMS 19-21)

- 1st by T. McNair, 2nd by A. Nowak
19. 2023-24 Winter Leagues- email sent by S. Giusti 4/6 titled "2023-24 Winter League Drafts"
 - HTHSD had some issues with girls basketball and would rather stay in Central League.
 - A league change form would have needed to be submitted for this meeting.
 - Approve - Canyon Hills, Cathedral, Christian, Clairemont, Coronado, Crawford, Hoover, Kearny, La Jolla, Lincoln, LMEC, Madison, Mira Mesa, Mission Bay, Morse, OLP, Patrick Henry, Point Loma, San Diego, Scripps Ranch, Saints, University City
 - Opposed - HTHSD
 - Abstain - 0
 - 2023-24 Winter league draft is passed with 22 schools approving, moving on to Athletic Council.
 20. CIF Lifetime Passes Award Submissions
 - Jane Morrill, Field Hockey Coach from Scripps Ranch, Laurie Berger, Field Hockey Coach from Serra/Canyon Hills, Dave Smola, Athletic Director from CCHS, Robin Nixon, Athletic Director from Coronado are nominated.
 - Approve - Canyon Hills, Cathedral, Christian, Clairemont, Crawford, Hoover, HTHSD, Kearny, La Jolla, Lincoln, LMEC, Madison, Mira Mesa, Mission Bay, Morse, OLP, Patrick Henry, Point Loma, San Diego, Scripps Ranch, Saints, University City
 - Oppose - 0
 - Abstain - Coronado
 - Approved to move forward to Athletic Council and CIF with 22 schools approving, ADs are asked to notify the coaches.

21. Approval of SDCC to add the following Girls Sports: Flag Football, Cross Country, Wrestling, Competitive & Stunt Cheerleading
- Approve - Canyon Hills, Cathedral, Christian, Clairemont, Coronado, Crawford, Hoover, HTHSD, Kearny, La Jolla, Lincoln, LMEC, Madison, Mira Mesa, Mission Bay, Morse, OLP, Patrick Henry, Point Loma, San Diego, Scripps Ranch, Saints, University City
 - Oppose - 0
 - Abstain - 0
 - Approved unanimously with 23 schools approving.
 - R. Lardizabal, the Conference Scheduler, asked if he would be creating leagues and schedules for cheer. The answer is no, not at this time due to current participation.

ANNOUNCEMENT OF NEXT MEETING/ADJOURNMENT

22. Tuesday, May 30, 2023 8:30AM at Canyon Hills HS and then End of Year Luncheon
- Reminder was shared to mark your calendar for the next meeting.
23. Roundtable
- CSADA Conference attendees are asked to stay.
 - R. Matuk is on leave and J. Groff is filling in as an AP over Athletics.
 - J. Pisapia shared that the site lost a water polo coach and track will be closed 2023-24. J. Pisapia will work with R. Lardizabal as the conference scheduler.
 - R. Jackson reminded that SDCC track meeting is on Monday, May 24 at Madison 6:00PM.
 - T. McNair shared about the transportation incident that happened last Thursday.
 - R. Lardizabal shared some of the items covered at Coaching Education class.
24. Meeting Ends
- Meeting adjourned at 11:10AM.