



CITY CONFERENCE MINUTES  
ATHLETIC DIRECTORS & ADMIN DESIGNEES  
TUESDAY, SEPTEMBER 19, 2023 – 9:00 AM  
CANYON HILLS HIGH SCHOOL



**PRELIMINARY**

**FUNCTIONS.....**

.....(ITEMS 1-3)

Meeting was called to order at 9:02AM.

SDCC MEMBERS PRESENT: .....Listed  
by school alphabetical order

Y. Liew, J. Pisapia, N. Stevens, T. Anthony, J. Briggs, R. Hoffman, A. Nowak, A. Brooks, L. Abbott, 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, J. Palacios, M. Lincoln, T. McNair, K. Soares, J. Pacofsky, J. Clark, M. Diaz, J. Stepner, P. Coover, T. Wilson, M. Haupt, A. Villalobos, J. Heinz, S. Giusti, S. Srsic, S. Hopgood, D. Rogers, and J. Stanley

1. President's Message.....Scott Giusti, City Conference President
  - a. Duties as Assigned
  - Shared slides Y. Liew created for Canyon Hills.
    - b. Introduction of New Christian HS AD
  - Introduced and welcomed J. Briggs as the new AD of Christian.
    - c. Miscellaneous
  - Updated the conference regarding a matter between two member schools.
2. CIF Message.....J. Heinz
  - Shared that Friday was the deadline for the schedules and that playoffs are around the corner.
  - Reminder was shared that the CIF Symposium is on October 3 at Otay Ranch High School from 9:00AM to 2:00PM. There will be early bird training starting at 8:00AM.
    - a. CIF Student Athlete of the Month Presented by Subaru and the Mightier 1090
  - Information was shared that CIF is recognizing one male student and one female student of the month with awards from Subaru and Mightier 1090 and Humphreys' \$100 gift card. This is for Varsity athletes only.
    - b. American Cancer Society State Partnership
  - Shared that CIF State is taking on a partnership with the American Cancer Society.
  - Shared that the American Cancer Society can partner with school sites and help with fundraisers, etc. Link was sent via email.
    - c. Officials Fees Increases Update
  - Information was shared that the officials fees are set for two years.
  - Shared that CIF is having meetings frequently with associations to ensure there is no disparity.
    - d. Additional CIF Items
  - Shared that there are two items at the Coordinating Council Meeting and voted on in January.
  - Bylaw 600.1: in season and out season sport has a simple modification to what happens within the school.
  - Bylaw 510.1: clarifying language and additional add on regarding pre-enrollment contact with respect to youth sports.
  - Shared that a presentation regarding pre-enrollment contact will be available to share with coaches.
  - T. McNair asked why there aren't consequences for coaches and CIF shared they are looking at it.
  - North County lacrosse teams proposed for the CIF playoffs to be similar to football and make it 4 to 6 teams to compete. The Advisory Committee suggested 6 teams to compete in playoffs. SDCC reps plan to approve. The item can be found on the CIF website on the Coordinating Council agenda, page 12 item 9.
  - J. Pisapia asked that he could not find games wanted and sanctioned tournaments on the CIFSDS website. J. Heinz will look into it.
3. Approve City Conference Meeting Minutes from 8/14/23 ([click here](#))
  - 1<sup>st</sup> by T. Wilson, 2<sup>nd</sup> by R. Lardizabal, no discussion, no opposition, no abstentions, all in favor, approved unanimously.

**PRESIDENT AND DIRECTOR'S INFORMATION**

**ITEMS.....(ITEMS 4-12)**

4. Quick Hits
  - a. SDCC Coach Contact Information ([click here](#))
  - Shared that the fall coach contact information was sent to the fall CIF and league reps for communication purposes.
  - b. SDCC Football Schedules ([click here](#))
  - Reviewed the Football Schedules Google Sheet and reminded the conference that the data must be accurate.
  - c. SDUSD Athletic Trainers
  - Crawford and Morse have vacancies. Subs were provided, but Crawford sub's last day was last Friday.
  - A. Nowak shared that half of the supplies have been ordered for Clairemont.
  - Asked ADs to talk to trainers and find out athletic trainers' supplies inventory.
  - d. SDUSD AD Handbook ([click here](#))
  - Reminder was shared that the link should be reviewed on a regular basis.
  - e. SDUSD Transportation, cost of busing ([click here](#)) & van option ([click here](#))
  - Shared the information that was sent by the Transportation Department to assist SDUSD school sites and recommended to challenge the fees that are questionable and beyond control.
  - f. SDUSD Last Period of the Day Athletic Periods (handout to be provided at the meeting)
  - Shared that 10 schools are utilizing the last period of the day athletic periods and the number of schools that are not utilizing have increased from 5 schools to 7 schools which does not help when the Athletics Department is trying to help with transportation and facilities.
  - g. Miscellaneous
  - N/A
5. SDCC Sport Specific Items
  - a. Girls Flag Football
    - i. Enrollment Based Divisions for first year ([click here](#))
    - Lincoln confirmed that the site will have a team.
    - Minimum number of contests is 8 per CIF.
    - ii. CIF Playoff Field Dimensions
    - Asked to inform the coaches that the field size will be 40 x 80.
    - Shared that it is difficult to have the Power Rankings system, therefore, playoffs will be based on human elements and input from the advisory reps.
    - iii. SDUSD funding for girls flag football officials ([click here](#))
    - Shared that the funds will most likely be transferred to AK resource 00021.
    - Information will be shared as soon as it is available.
    - b. Cheerleading
    - Shared that SDCC hopes to offer SDCC Competition before the CIF Competition.
    - c. Two Track Items From Coaches Postseason Meeting, see row 11 ([click here](#))
    - Shared that the Athletic Council voted no to a proposal to move up the time and limit the entries.
6. Facilities
 

*Status updates on facility items.*

  - a. SDCC Facility Challenges and Impacts
  - Confirmed Canyon Hills, Lincoln, Mira Mesa and Morse tracks will be shut down, thus they will not be able to host track and field events and boys and girls lacrosse games.
  - Lincoln will practice both boys and girls lacrosse at LMEC.
  - Suggested to have the site administrator to be involved if there are any facility issues.
  - b. SDUSD Facility Rentals, check in
  - Asked if there are any issues.
  - A. Quesnell had issues where Facilitron removed requests when the requestor did not have an insurance document.
  - K. Butcher shared that Facilitron was supposed to connect with HomeCampus, but it is not connected to list schedule on Facilitron. Additionally, it was shared that field policies are not taken into consideration.
  - P. Coover shared that the renters block days so they can finagle and make other renters not be able to request to reserve the field.
  - A. Villalobos asked why the multi day event is rebooking as a single day event.
  - Asked to send questions via email to S. Giusti for follow up.
  - c. SDUSD NFHS Pixellot & HUDL Cameras
  - Shared that Patrick Henry has both NFHS Pixellot and HUDL cameras and the quality of recording is currently better for HUDL.
  - The Athletics Department is going to meet with the vendors.
  - d. SDUSD Middle School Intramurals HS Facility and Usage Data ([click here](#))

- Reminder was shared to ask high school coaches to be involved with Middle School Athletics by coaching students in the neighborhood schools.
  - Reminder was shared that Middle School Athletics takes priority over renters to use high school facilities.
7. SDCC Fall Level Competition Confirmation (handout to be provided at the meeting)  
*Update and sign the printed sheet you received at the start of the meeting, we will update accordingly based on sheets.*
- Asked to sign the hand out document to confirm the level offerings for fall season.
8. 2023-24 Financial Items  
*Discussion of next steps and impacts for the following financial items.*
- a. SDCC Memberships (CSADA, HSSA, CIF Symposium)
  - Information was shared that SDCC membership includes CSADA membership, HSSA membership and CIF Symposium registration fees.
    - b. SDCC SDCC Membership Fees to be Invoiced to Non-SDUSD Schools in September, includes ([click here](#))
  - Shared that the invoice was sent out via email and the payment is due on September 29.
    - c. SDCC Fines From Previous Year to be Invoiced to Sites in September ([click here](#))
  - Information was shared that the fines from last year are included in the SDCC membership invoice.
    - d. SDCC CIF Invoicing/Due Structure ([click here](#))
  - Asked if there are any questions. None were asked.
9. SDUSD Human Resources Items  
*2023-24 staffing process.*
- a. Coaching Opportunities ([click here](#))
  - Shared that D. Rogers is monitoring and updating the Coaching Opportunities Google Sheet.
    - b. SDUSD 2023-24 Roles and Responsibilities in Hiring Coaches ([click here](#)) & Support Staff ([click here](#))
  - Recommended to meet with the appropriate site staff and assign the roles and responsibilities.
  - Shared that the new paid walk on coaches should wait to receive the fingerprint instructions from [hr@sandi.net](mailto:hr@sandi.net).
  - Reminder was shared to make sure the principals sign the volunteer packet before it gets uploaded onto Coaches Clearance.
  - Shared that there are PAR trainings offered by the district and the Athletics Department is looking into see if HR offers volunteer coordinator training.
10. SDCC Meeting Attendance for 2023-24  
*Status update on all parties attending the appropriate meetings.*
- Reminder was shared to plan accordingly to attend meetings.
    - 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](#))
    - e. SDUSD Training Attendance ([click here](#))
11. SDUSD Coaching Education Course Dates for 2023-24
- Asked if there were any questions. None were asked.  
*Courses will be conducted via Zoom.*
    - a. Zoom @5:00PM:
      - 10/11, 11/13, 12/11, 1/10, 2/6, 3/19, 4/16, 6/4
    - b. If there is a need in addition to the dates below, contact Ron Lardizabal.

## 12. Resources

*A reminder of available resources to reference when needed.*

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

<a href="#">SDUSD Athletics Website</a>	<a href="#">SDCC Website</a>	<a href="#">CIF Website</a>	<a href="#">CIF Master Calendar</a>
<a href="#">Athletics Calendar</a>	<a href="#">SDCC Blue Book</a>	<a href="#">CIF Playing Matrix</a>	<a href="#">CIF Advisory Mtg Dates</a>
<a href="#">SDUSD Grading Periods</a>	<a href="#">CIF Green Book</a>	<a href="#">CIF Sit Out Period Dates</a>	<a href="#">CIF Max Contacts</a>

## CONFERENCE COMMITTEE

REPORTS.....(ITEM 13)

13. SDUSD Human Resources: committee includes J. Palacios, D. Fai, K. Butcher, P. Coover, S. Thomason, J. Stanley, S. Seiders
- Shared a screening form from the volunteer packet that requires the principal's signature.

- Continuing to work with the committee and working on improving.

## ACTION

### ITEMS.....

#### .....(ITEMS 14-16)

- 1<sup>st</sup> by T. Wilson, 2<sup>nd</sup> by B. Hester
14. Seasonal Membership Applications for Badminton
- a. Sweetwater High School Seasonal Member Application ([click here](#))
  - b. Olympian High School Seasonal Member Application ([click here](#))
- No discussion
  - Approve - 22: Canyon Hills, Cathedral, Christian, Coronado, Crawford, Hoover, HTHSD, Kearny, La Jolla, Lincoln, LMEC, Madison, Mira Mesa, Mission Bay, Morse, OLP, Patrick Henry, Point Loma, Saints, San Diego, Scripps Ranch, University City
  - Abstain - 0
  - A. Nowak shared a concern from a Clairemont coach that transportation may be an issue.
  - Oppose - 1: Clairemont
  - Application from Sweetwater and Olympian is approved and moving to the Athletic Council for approval.
15. 2023-24 Spring Leagues ([click here](#))
- Voting on Badminton and Girls Beach Volleyball as all other spring leagues were approved by SDCC and Athletic Council.*
- a. Badminton
- Cathedral is not on the list for the league.
  - Y. Liew shared a recommendation for Crawford to be in the Eastern League and Cathedral to be in the City League.
  - Due to the league not being completed, S. Giusti asked to table the leagues.
  - Approve - 23: 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, Saints, San Diego, Scripps Ranch, University City
  - Abstain - 0
  - Oppose - 0
  - Badminton schedule will be tabled until the next meeting.
- b. Girls Beach Volleyball
- No discussion
  - Approve - 21: Canyon Hills, Cathedral, Christian, Clairemont, Coronado, Crawford, Hoover, HTHSD, Kearny, La Jolla, Lincoln, LMEC, Madison, Mira Mesa, Mission Bay, OLP, Patrick Henry, Point Loma, San Diego, Scripps Ranch, University City
  - Abstain - 2: Morse, Saints
  - Oppose - 0
  - Leagues are approved and moving to the Athletic Council for approval.
16. 2023-24 Spring Schedules (was sent via email by S. Giusti on Wed 9/13)
- Revised schedules were sent on 9/18.
  - Badminton schedule is not approved and will go to the next meeting.
  - Girls Beach Volleyball is not approved and will go to the next meeting.
  - J. Pisapia shared track & field coaches do not want to start mid February because of field issues. J. Palacios recommended La Jolla to host a tri meet.
  - Approve - 23: 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, Saints, San Diego, Scripps Ranch, University City
  - Abstain - 0
  - Oppose - 0
  - The spring season schedules, except badminton and girls beach volleyball, are approved and moving to the Athletic Council for approval.

## ANNOUNCEMENT OF NEXT MEETING/ADJOURNMENT

17. Tuesday, October 17, 2023 8:30AM at Canyon Hills HS
- Reminder was shared to mark your calendars for the next meeting.
18. Roundtable
- J. Pisapia shared that the parking at Canyon Hills HS will be enforced and there will be parking cards distributed to each attendee for the next conference meeting.

19. Meeting Ends

- Meeting adjourned at 10:35AM.

SDUSD AD Items For Before or After the Meeting:

1. SDCC Football Schedules Template
2. Athletics Units & Playoff Units
3. SDUSD Supervision (SDEA/AASD)
4. SDUSD End of Year Budgets and New Budgets