



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



**PRELIMINARY
FUNCTIONS**.....

.....(ITEMS 1-3)

Meeting was called to order at 8:32AM.

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, M. Lincoln, T. McNair, C. Gordon, A. Harbecke, R. Peters, R. Jackson, J. Fowler, R. Lardizabal, E. Leszynski, J. Palacios, M. Lincoln, T. McNair, K. Soares, J. Pacofsky, J. Clark, J. Groff, M. Diaz, P. Coover, R. Parra, T. Wilson, M. Haupt, A. Villalobos, D. Asuncion, J. Heinz, 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. “Sachs Thoughts”
 - Pictures and good memories from the CSADA Conference were shared.
 - b. State and Local CIF 2022-23 Coach and AD Recognition
 - Recognition was shared.
 - R. Lardizabal received the 2022-23 Distinguished Service Award.
 - D. Lee, CCHS, was recognized as the Model Coach of the Year Award.
 - K. Butcher received the San Diego Female AD of the Year Award..
 - J. Morrill, Field Hockey Coach from Scripps Ranch, L. Berger, Field Hockey Coach from Serra/Canyon Hills, D. Smola, Athletic Director from CCHS, R. Nixon, Athletic Director from Coronado, who is retiring at the end of the school year, received the CIF Lifetime Passes Award.
 - c. SDCC CIF Spring Champions ([click here](#))
 - Asked to review the link and update the Athletics Department with any changes.
 - d. SDCC Mission Fed Student Athlete of the Year- Spring ([click here](#))
 - Reminder was shared that the Student Athlete of the Year for spring season is posted on the SDCC website and the winners will be posted after CIF announces the winners.
 - Asked to still submit the students information for the schools that have not submitted so that they will be recognized by SDCC.
 - e. SDCC Invitation to Officials for Preseason Coaches Meetings
 - Asked for feedback to have officials at the preseason coaches meetings. Soccer officials notified all the coaches at the preseason meeting of new fees thus charges should not have been a surprise however the message did not reach ADs.
 - R. Lardizabal shared that it is nice to have officials at the meeting to go over things with coaches.
 - J. Pisapia shared that not having officials may be ideal as there were some struggles for basketball coaches.
 - R. Jackson shared that football officials did not come for the 2022-23 preseason meeting, but it is a good idea to have officials attending.
 - Majority of ADs want officials to be invited to preseason coaches meetings.
 - Expectations will be only points of emphasis, not fee schedule, etc. for the officials to share at the preseason coaches meetings.
 - f. SDCC Hudl
 - Information was shared that S. Giusti has access to all schools’ Hudl accounts as the conference president.
 - Shared that there is a meeting with Hudl to explore deals for options, although there was no luck in the past.
 - One or two ADs will be invited to the meeting with Hudl and there may be a Hudl meeting in August with SDCC.
 - M. Haupt shared that he was contacted by Synergy and will share the information with S. Giusti.
 - g. Miscellaneous
 - Shared that N. Stevens sent an email about GMC Baseball tournament invoices and Canyon Hills, Mission Bay, Morse and Patrick Henry owe \$750, and Crawford, Hoover, Lincoln owe \$520.
 - K. Butcher requested that the invoice be sent to ADs.
 - S. Giusti will make a suggestion for the invoice to be sent beforehand.
2. CIF
Message.....
..J. Heinz, CIFSDS Commissioner
 - a. CIFSDS Master Calendar 2023-24 ([click here](#))

- Shared the CIF approved master calendar for 2023-24.
 - S. Giusti recommended SDUSD ADs to return to work at least one week before the fall season sports start to prepare for the fall season sports for smooth openings.
 - b. Girls Flag Football Information: Advisory, Dates, Championships
 - Girls flag football starts August 5.
 - Shared that there may potentially be State championships.
 - Games may be on Mondays, and/or Tuesdays. Wednesdays are difficult to schedule due to officials having meetings, Saturdays, may be difficult due to recreational and college football.
 - Shared that there is no playing matrix for 2023-24.
 - Four officials for girls flag football per game. There is a meeting on June 14 to finalize officials' fees.
 - Shared that the information is posted on the CIF master calendar about the season of sport but some things are to be determined because CIF needs an official number of teams so that playoffs/championships can be created.
 - c. Miscellaneous CIF Items
 - Information was shared that a new updated 510 form will be uploaded for the fall season.
 - Shared that valid change of residence checklist form will be updated on the CIF website.
 - Starting July 3, all transferred students' data will be posted on the website.
 - CIF will email conference presidents when updates are complete on the website.
 - Shared that there will be mandatory AD training for eligibility by conference starting August.
 - Change fees is an issue in the CHSSO handbook and language needs to change and clarify, and there will be a meeting in the 2nd week of June.
 - R. Lardizabal commented that it is hard being charged for cancellation when other schools are canceling the contests.
 - R. Jackson asked if the fees for short game sports such as basketball will be charged and the answer is that it will be discussed at the upcoming meeting.
 - K. Butcher asked if the policies, procedures and no contact statements will be communicated directly with the coaches and the answer is no because there is no updated statement yet.
3. Approve City Conference Meeting Minutes from 4/18/23 ([click here](#))
- 1st by T. Wilson, 2nd by A. Nowak, no discussion, no opposition, no abstentions, all in favor, approved unanimously.

PRESIDENT AND DIRECTOR'S INFORMATION

ITEMS.....(ITEMS 4-15)

4. Quick Hits
- a. SDUSD Athletic Physical Event Sat 6/10 at San Diego HS ([click here](#))
 - Information was shared that the Physical Event will be held on Saturday, June 10 at San Diego HS for \$10.
 - Reminder was shared that the physicals are only for SDUSD students.
 - Shared that the Save a Life Heart screening is almost full.
 - b. SDUSD Athletic Physical Message, Please Share ([click here](#))
 - Reminder was shared to inform communities in writing that physicals must be completed after June 4.
 - c. SDUSD Athletics YouTube Channel ----->
 - QR code for SDUSD Athletic YouTube Channel was shared for subscription.
 - d. SDUSD Coaching Opportunities ([click here](#))
 - Reminder was shared to review the link and communicate with S. Hopgood for updates.
 - e. SDUSD AD Handbook ([click here](#))
 - Reminder was shared to review the link regularly as there are ongoing edits to existing items.
 - f. SDUSD Next Level Athletes- need you to update ([click here](#))
 - Shared that this information is critical to show the impacts of education based athletics.
 - Asked to update the information as ADs are the best source of information for playing athletics at the next level.
 - g. Miscellaneous
 - Shared the financial information from the City Conference tournament.
 - Badminton paid for officials using the rollover fund.
 - B. Golf covered the negative from the G. Golf and SDCC will make sure to note it for next year.
 - Swim & Dive profited almost \$2,000 from the ticket sales.
 - Track & Field profited about \$3,800 from the ticket sales. Expenses were higher due to adding a location but ticket sales covered the loss.
 - B. Tennis was on budget.
5. SDUSD Plans for Emerging Female Sports ([click here](#))
- Status updates on Girls Sports: Flag Football, Cross Country, Wrestling, Competitive & Stunt Cheerleading.*
- Shared the BoardDoc document for review.



- Shared that girls cross country, girls cheer and girls wrestling will only have units.
- Girls beach volleyball and girls flag football will have units and start-up and ongoing funds.
- Information was shared to consider the future cost for uniforms, camps, officials, etc.
- R. Lardizabal asked how girls wrestling will not have start-up funds and the answer is that the district does not fund for a specific sport, ADs get money from the district and assign the funds to each sport.
- Reminder was shared that if coaches coach both boys and girls, practices must be separate to ensure there isn't any double dipping.
- Shared that coaching units must be equal units for boys and girls programs due to Title IX.

6. Girls Flag Football

State CIF & CIFSDS status update.

a. Girls Flag Football Blueprint ([click here](#))

- Shared the link to review the blueprint for girls flag football.
- J. Heinz shared Nike uniform grant information should be coming to ADs soon.
- R. Lardizabal shared that there are only two leagues created for 2023-24.
- Option 1, based on school size for 2023-24. League A is the larger schools and league B is the smaller schools. 17 SDCC schools informed to offer, La Jolla and LMEC will not be offering.
- League A: Patrick Henry, Mira Mesa, Hoover, San Diego, Scripps Ranch, Point Loma, Morse, and University City; Cathedral; 9 schools
- League B: Kearny, Lincoln, Canyon Hill, Crawford, Madison, Mission Bay, Clairemont, OLP; 8 schools
- Option 2, create X amount of games that are pool play, and then create leagues after that. The problem could be if the schedule will be at home or away at that point.
- M. Diaz thinks one is a good start as this is the first year.
- Shared that SDCC has not decided to charge for fans.
- Rules are out for the first season. ADs should make sure coaches have them, and ADs and APs should be looking at the rules to see the impact of the overall program.
- b. Season of Sport and Days of Week
- Shared that it will be in the fall season with twenty contacts, possibly Mondays through Wednesdays based on officials' availability.
- Shared that playoffs need to have two conferences and 20% of teams which looks like CIF will have.
- c. Rules ([click here](#))
- Rules for the first season were shared for review.

7. Officials

Status updates.

a. SDCC Soccer Assignor Charges

- The SDUSD Legal Department is reviewing the Blue Book.
- b. SDCC Baseball Assignor Charges
- Shared that A. Nowak was sent information about baseball assessing the late fees for scheduling changes, etc. and asked to share with S. Giusti if other ADs receive it.
- c. Official Shortages in High School Sports and Impacts
- Shared that multiple sports may have officials' shortages.
- There will be football games that need to switch.
- d. Increased Officials Fees Now and In Future
- Shared that the 2023-24 officials fees are set, although football may change; however, it could increase for 2024-25.
- May have to think about reducing games, different ways to use 96100s and supplies.
- e. Future SDCC Membership Fees to Increase to Accommodate
- Shared that the membership fee for the conference may need to increase from 2024-25 due to officials' fees increase.
- Admission fees for football games may increase from 2024-25 due to the officials' fee increase as well.

8. Football

Status updates.

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

- Reminder was shared to utilize the schedule form and reviewed information on the special notes columns for sites that had entered information.
- b. Football Shortage ([click here](#))
- Shared the information how games were being moved.
- Information was shared that it is beyond SDCC's control if the games are moved to Saturdays.

9. SDCC Tickets

Discussion about plans for the future.

a. Prices

- Shared that Grossmont district raised prices for tickets as officials' fees increase will be coming, SDCC will look at price increase after 2023-24.
- b. Season Tickets
- Shared that no discount season tickets can be sold by Blue Book, but S. Giusti is looking at non discounted season tickets through GoFan.
- Shared that the benefits may be less processing fees if purchased at one time.

10. Facilities

Status updates on facility items.

a. SDUSD Facility Rentals- check in

- K. Butcher asked how the rentals differentiate the organizations to charge or rent for free. S. Giusti asked to share the email with the information she has.
- b. SDUSD Baseball/Basketball Facilities Email
- Shared that an email was sent to principals on May 16 that coaches were giving wrong information saying they were allowed to use the field for middle school baseball which was never offered and basketball, which was over in winter.
- K. Butcher will provide information and try to make the changes to the facilities rentals.
- c. SDUSD FieldTurf Summer Schedule ([click here](#))
- Link was shared to review and to communicate with site administrators and custodians so they can alert you.
- d. SDUSD Outside of Season Sports & Facility Use ([click here](#))
- Shared that as of July 1, no out of season sports should be happening except University City since they are the only school that are approved to be operating.
- Shared the out of season sports document for review.
- Information was shared that the second page has the additional requirements with some answers.
- Shared that donations and fundraising must be done through the appropriate ASB club or the regular season of sport program and be deposited in the school's finance office.

11. 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, final one due 6/12 (get it in earlier)

- Reminder was shared that the deadline for athletic reimbursements is Monday, June 12.
- b. SDUSD AD site athletic budget template, will have the 2023-24 for you mid-late June
- Information was shared that the athletic budget template will be available later in June.
- c. SDUSD football helmet inventory/ordering/reconditioning/etc. update and checking in
- Information was shared that all SDUSD schools except Lincoln should have gotten Riddell the information needed to place the orders.

12. SDUSD Human Resources Items

2023-24 staffing process.

a. 2023-24 Coach Hiring Process

- Shared that J. Stanley is working with Home Campus to set up Coaches Clearance and an email will be sent out from S. Giusti in June.

13. SDCC Meeting Attendance for 2022-23

Status update on all parties attending the appropriate meetings.

- Reminder was shared to review the meeting attendance.
 - a. Meeting dates will be posted on the SDCC website under Resources>Athletic Calendar so you can plan accordingly
 - b. SDCC Pre and Postseason Coaches Meeting Attendance ([click here](#)) and charges
 - c. City Conference Attendance ([click here](#))
 - d. Athletic Council Attendance ([click here](#))

14. SDUSD Coaching Education Course Dates for 2022-23

Courses will be conducted via Zoom.

- Asked if there are any questions, none were asked.
- Shared that the Athletics Department is waiting for the budget for 2023-24 to plan and schedule the classes.
 - a. Zoom @5:00PM:
 - 6/6
 - b. If there is a need in addition to the dates below, contact Ron Lardizabal.

15. 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 16-18)

16. SDCC Ejections Status Update ([click here](#)): committee includes Principals: J. Sabins, C. Larkin, E. Brown, S. Giusti
 - Shared that the principals have the information from the spring data and the notes will be updated.
17. SDUSD Human Resources: committee includes J. Palacios, D. Fai, K. Butcher, P. Coover, S. Thomason, J. Stanley, S. Seiders
 - Committee is wrapped up and ADs will receive an email from S. Giusti.
 - M. Diaz asked if HR will be clearing already existing coaches on the Coaches Clearance and the answer is no, the expiration dates will be informed via email to each coach if coaches need to update.
18. SDUSD Status Update: AD Standardized Job and Compensation Side Letter vs. SDEA Contract
 - Shared that ADs will have a regular teacher prep and a resource prep, and if the school has more than 50 teams and 900 students, the AD is given a third prep period.
 - Additional 6 units are part of the contract.
 - Units more than 6 that ADs may receive must be clearly identified that they are not for AD work.

ACTION

ITEMS.....(ITEMS 19-22)

- 1st by R. Lardizabal, 2nd by J. Pisapia
19. 2023-24 SDCC President Election
 - R. Lardizabal nominated S. Giusti for the president.
 - 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, San Diego, Scripps Ranch, Saints, University City
 - Abstain - 0
 - Oppose - 0
 - Approved unanimously.
 20. Francis Parker Full Member Membership Application ([click here](#))
 - R. Jackson asked if there is a length of commitment being members and the answer is no.
 - R. Nixon asked if leaving the Coastal Conference would diminish the conference and all the other sites in the Coastal Conference would try to apply to join SDCC, the answer is that what the impact will be for Coastal is unknown.
 - A. Quesnell asked why they applied and the answer is most likely because of the geographic location of the school.
 - Approve - 0
 - Abstain - 0
 - Oppose - 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, San Diego, Scripps Ranch, Saints, University City
 - Recommendation to Athletic Council is not to approve.
 21. 2023-24 Winter Schedules- email sent by S. Giusti 5/19 titled "2023-24 Proposed Winter League Schedules", Wrestling Option 2 email sent by S. Giusti 5/24 titled "Wrestling Schedule Re-Draft"
Wrestling
 - Option 1 - two dual meets, two tri meets, all matches are scheduled after the holiday break.
 - Option 2 - three dual meets, one tri meets, all matches are scheduled after holiday break to better balance home and away.
 - R. Lardizabal shared that the proposal was from the postseason coaches meeting.
 - Option 1 - 13; Canyon Hills, Cathedral, Christian, Clairemont, Crawford, Hoover, Kearny, LMEC, Mira Mesa, Morse, Patrick Henry, Point Loma, San Diego
 - Option 2 - 6; La Jolla, Lincoln, Madison, Saints, Scripps Ranch, University City
 - Coronado, HTHSD, Mission Bay, and OLP do not offer wrestling.
 - Option 1 is approved.

- Shared that this item does not go to the Athletic Council.

Winter schedules

- 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, San Diego, Scripps Ranch, Saints, University City
- Abstain - 0
- Oppose - 0
- Approved unanimously.

22. 2023-24 Blue Book Changes ([click here](#))

- 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, San Diego, Scripps Ranch, Saints, University City
- Abstain - 0
- Oppose - 0
- Approved unanimously to move to Athletic Council.

ANNOUNCEMENT OF NEXT MEETING/ADJOURNMENT

23. Monday, August 14, 2023 8:30AM at Canyon Hills HS (please note that this is a change to prior years)

- Shared to mark your calendar for the next meeting.
- Shared for the SDUSD ADs to put this date on the calendar.
- Shared not to schedule the practice in the morning, if coaching.
- Trainings will be held.
- Admins have the training on Tuesday, August 15 and teachers come back on Wednesday, August 16.

24. Roundtable

- Shared that S. Giusti will be attending a meeting about units.
- R. Lardizabal asked if CIF has the baseball/softball start time and the answer is no, but it is for Advisory to bring up.
- R. Lardizabal shared that the all league certificates will be coming via school mail for the SDUSD schools and in the US mail, or pick up for non-SDUSD schools.

25. Meeting Ends

- Meeting adjourned at 11:28AM.