

**Grossmont Union High School District**

**CONSTITUTION, BY-LAWS,  
RULES & REGULATIONS**

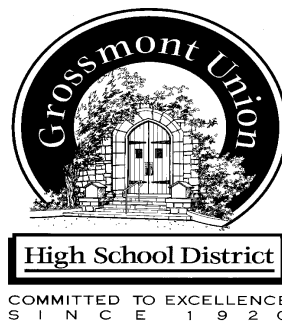
**and**

**ACADEMIC ELIGIBILITY REQUIREMENTS**

**For  
Extended Curricular Programs  
A.S.B.  
Academic Decathlon  
Academic League  
Athletics  
Cheerleading  
Performing Arts  
Specialty Corps**

**Larry Pear**

**Revised: March 2011**



**Grossmont  
Helix  
El Cajon Valley  
Mount Miguel**

**El Capitan  
Granite Hills  
Monte Vista  
Santana**

**Valhalla  
West Hills  
Steele Canyon**

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INTRODUCTION  
AND  
STATEMENT OF PHILOSOPHY

The purpose of this resource is to provide the Grossmont Union High School District Athletic Conference with a reference that combines the contents of the Conference Constitution and the applicable Rules and Regulations. The policies of the Conference shall be governed within the parameters of the rules of the C.I.F. San Diego Section and may be more restrictive.

It is the policy of the Grossmont Conference that the competitive athletic program be conducted as a well-coordinated part of the total curriculum of each school and, as such, contributes to student growth and development in ways that are educationally sound.

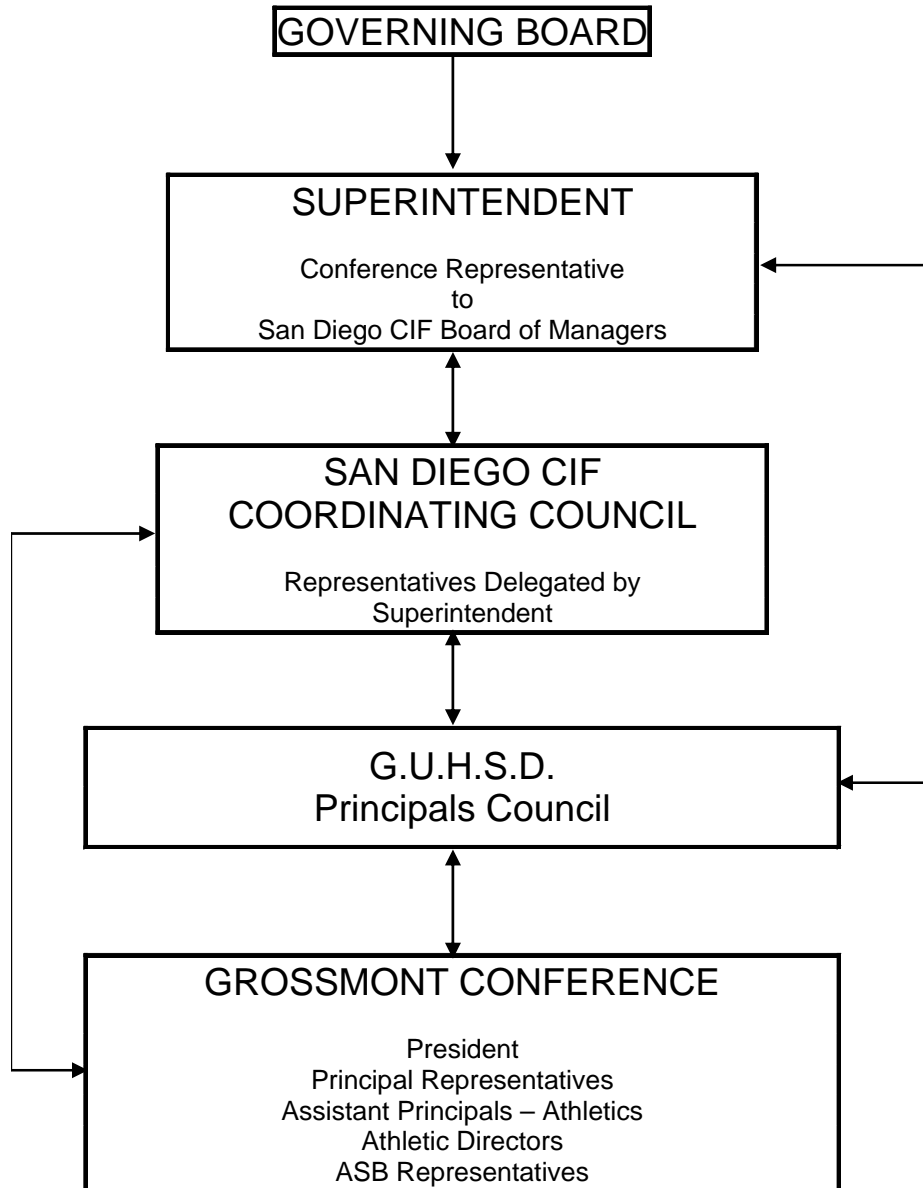
This resource provides the overall athletic interscholastic program guidelines for operational procedure. It has been developed to serve as a reference for administrators, coaches, and others working with the high school interscholastic program.

The contents of this book have been taken from the following sources:

1. Policies: Grossmont Union High School District
2. Regulations: Grossmont Union High School District
3. Constitution, By-Laws, Rules and Regulations: Grossmont District Conference, (*Green Book*) C.I.F., San Diego Section
4. Education Code: State of California
5. Grossmont District Athletic Conference Minutes: G.U.H.S.D.

# GROSSMONT UNION HIGH SCHOOL DISTRICT

## ATHLETIC ADMINISTRATION CHART (Ref. CIF-SDS GREEN BOOK)



## SECTION I

### INTERSCHOLASTIC ATHLETIC ADMINISTRATIVE AGENCIES

#### I. CALIFORNIA INTERSCHOLASTIC FEDERATION

California Interscholastic Federation is an organization functioning within the State of California responsible for the legislation and enforcement of statewide policies and procedures related to interscholastic athletics. The governing body of the California Interscholastic Federation is the Federated Council, whose membership is comprised of representatives (superintendents and principals) from each of the ten sections of the State, educators and allied organizations, and the C.I.F. Executive Secretary.

#### II. CALIFORNIA INTERSCHOLASTIC FEDERATION - SAN DIEGO SECTION

Effective July 1, 1960, the California Interscholastic Federation, San Diego Section, was established. This encompasses most of the senior high schools in San Diego County. It establishes regulations and controls within the framework provided by the California Interscholastic Federation for the efficient administration of the interscholastic athletic program. It is directly accountable to the California Interscholastic Federation body. The California Interscholastic Federation, San Diego Section, is composed of two bodies: 1) the Board of Managers, which is the governing body, and 2) the Coordinating Council, which is the chief administrative body. The plan of Organization for the C.I.F. San Diego Section is shown in the "*Green Book*". The San Diego Section is incorporated and operates under a constitution, by-laws, and regulations.

#### III. GOVERNING BOARD

The Governing Board policies and administrative regulations as related to the intraschool athletic program are found on the Grossmont Union High School District website under Policies (URL: <http://www.guhsd.net/index.php/general-policies>) . Some of the more pertinent policies and regulations are summarized below.

#### IV. GROSSMONT CONFERENCE

The Grossmont Conference is responsible for coordination and development of the competitive athletic program in its proper relationship to the total program of the schools in the Grossmont District. Its membership is comprised of one administrator and one athletic director from each school in the Conference, a Principal's Representative from the North and South Leagues (who also serve as C.I.F. Coordinating Council Representatives, are appointed by the Principals Council, and approved by the Board). Representatives from the C.I.F., ASB Advisors, and Transportation Division are invited to attend all meetings as nonvoting guests.

- A. Scheduling: No school activities, practices, or rehearsals shall be scheduled on Sunday. School activities scheduled for Friday or Saturday nights shall terminate not later than 12:00 midnight, or earlier if the legal hour established through city ordinance is earlier. School activities scheduled Monday through Thursday shall terminate early in the evening.

- B. Student Activities Funds Management: Any money raised by any student organization in any manner must be deposited, as directed, in the Associated Student Body account for the school in accordance with procedures established by Fiscal Services. All accounting records will be regularly reviewed by internal and external auditors.
- C.. Special Use of School Buses: Every attempt shall be made to maximize District buses for travel for interscholastic athletics.

## **SECTION II**

### **GROSSMONT CONFERENCE CONSTITUTION AND BY-LAWS**

#### **CONSTITUTION**

##### **Article I - NAME OF THE CONFERENCE**

The name of this organization shall be the Grossmont District Athletic Conference of San Diego County.

##### **Article II - PURPOSE**

Purpose of this organization shall be as follows:

- A. To promote desirable intraschool relationships by fostering a series of organized competitive games among member schools.
- B. To cultivate more cordial and friendly relations between schools through the observance of good standards of sportsmanship.
- C. To ensure the interscholastic athletic program is maintained in proper relationship and proper proportion to the total school program.

##### **Article III - STRUCTURE**

Structure: The Constitution shall have three major divisions: 1) the Constitution, 2) the By-Laws, and 3) the Regulations.

- A. The Constitution should contain the provisions relating to basic purposes, organizations and policies.
- B. The By-Laws contain provisions relating to finances, awards, eligibility, officials, weigh-ins, and those athletic policies affecting all sports.
- C. The Regulations contain provisions relating to the conduct of competition in specific sports.

##### **Article IV - MEMBERSHIP IN THE CONFERENCE**

- A. All comprehensive schools of the Grossmont Union High School District shall be members of the Conference. Additional membership shall be determined by the Conference subject to approval of the C.I.F., San Diego Section. A non-conference school may apply for seasonal membership only once in a fiscal school year.
- B. The Administrative Council shall be the governing body of the Conference. All comprehensive schools shall be represented on the Administrative Council by one administrator and one athletic director.

##### **Article V - OFFICERS**

The office of president shall be appointed by the Superintendent.  
The secretary/treasurer shall be appointed by the president.

- A. President: shall preside at all Conference meetings, call special meetings, and cast a



deciding vote in case of voting ties.

- B. Secretary-Treasurer: shall 1) prepare Conference agenda and keep minutes of meetings, 2) distribute minutes to all Grossmont Conference members and assigned District administrators staff, 3) prepare all invoicing and maintain records of receipt and disbursement of funds, 4) be responsible for ordering the engraving of Conference and League championship plaques and trophies, 5) be responsible for ordering and distributing the Conference championship medals and League Championship patches, 6) coordinate the Sportsmanship Awards event, 7) coordinate the Jack Mashin Athletic Scholarship awards, and 8) maintain the district Grossmont Athletic Conference website. These shall be done in accordance with schedules as listed in the appendices. Also responsible for the general upkeep of plaques found in the District office lobby.

Representatives from the Principals Council, ASB Advisors Council and the C.I.F. may be ex-officio members of the Conference.

#### Article VI - VOTING

Each school shall have two (2) votes. The assistant principal of each school or his/her designee shall have one vote and the athletic director of the same school or his/her designee shall have one vote. Each C.I.F. Coordinating Council representative, as appointed by the Principals Council, will also have one vote. Votes may be cast by proxy. (Approved Minutes of May 11, 2004, V.)

#### Article VII - QUORUM

A quorum shall consist of one (1) more than half of the total qualified representatives.

#### Article VIII - AMENDMENTS

- A. Amendments to this constitution and by-laws may be proposed by any representative of the Grossmont Conference.
- B. The proposed constitutional amendment must be ratified by a two-thirds (2/3) majority vote of the Conference representatives.
- C. The regulations shall be amended by a majority vote of the Conference representatives.
- D. The secretary-treasurer shall mail to all member schools of the Conference any proposed amendments and/or regulation changes one (1) week prior to the meeting when said amendment is to be considered. Any approved amendment change of the Constitution, By-Laws, or Regulations, shall be sent to all member schools within one (1) week after its approval.

#### Article IX - ADOPTION

The revised Constitution, together with its By-Laws and Regulations, shall become effective immediately upon approval of the Conference.

### **BY-LAWS**

#### Article I - GOVERNMENT OF CONFERENCE

This Grossmont Conference shall be governed by the Grossmont Conference Constitution and By-Laws of the California Interscholastic Federation and C.I.F., San Diego Section.

## Article II - MEETINGS

- I. Conference business shall be transacted only at regular and special meetings.
  - A. Regular bi-monthly meetings will be scheduled except for the months of June, July and August. If there is no Conference business, a scheduled meeting may be canceled by the president.
  - B. The president shall notify the district office of the meeting dates for the next school year. This should be done by June.
  - C. Special meetings shall be called by the president when half or more of the members request a meeting, or when, in the judgment of the president, circumstance require that a meeting be held.
  - D. The Sportsmanship Award shall be presented to a male and female athlete of each school at the May meeting.
  
- II. The following business shall be accomplished at the bi-monthly meetings:

### SEPTEMBER/OCTOBER:

- A. New officers shall preside.
- B. The secretary-treasurer will read previous minutes and make a financial report.
- C. The president will outline the major tasks to be accomplished at each of the bi-monthly meetings.
- D. Presentation of the Conference Combined School Sports Champion award.

### NOVEMBER/DECEMBER:

- A. Business will include a status report on scheduling for the following school year.
- B. Distribution of the first draft of fall athletic schedules for the following year.

### JANUARY/FEBRUARY:

- A. Tentative athletic schedules will be discussed.
- B. Modification and revision will be made so that adoption can take place at the March meeting.
- C. Distribution of the first draft of winter athletic schedules for the following year.

### MARCH/APRIL:

- A. The Budget Committee shall be convened by the president.
- B. Distribution of the first draft of spring athletic schedules for the following year.

### MAY/JUNE:

- A. Budget for the following year shall be adopted and published.
- B. Admission prices for the following year shall be set.
- C. All Conference schedules shall be finalized, officially adopted, and posted to the District website.
- D. Presentation of the Sportsmanship Awards.

- III. The president will request agenda items two (2) weeks prior to a scheduled meeting date and will publish the agenda 72 working hours prior to a scheduled meeting. (Posting subject to the Brown Act & Assembly Bill 3035.) The secretary-treasurer will provide minutes to all members of the Grossmont Conference before the following meeting.

## Article III - FINANCES

I. Conference Finance Regulations:

- A. A budget committee shall be convened by the president at the March/April meeting. At the May meeting, the budget committee shall submit a proposed budget for the following year. A budget shall be adopted and operating expenses will be collected through an assessment of each member school to achieve an operating budget of not LESS THAN \$8,250.
- B. The treasurer shall promptly pay all bills incurred for the items included in the budget. All other charges shall be approved by the Conference President before payment.
- C. Conference schools will be assessed the amount to cover the Conference budget.
  - 1. Expenses and incomes for final Conference meets/tournaments shall be the responsibility of the host school, except sports in which it is physically impossible to collect a gate and therefore, in these instances, the Conference will reimburse expense receipts up to \$500.

II. School Finance Regulations:

- A. Member schools may sell ASB cards only to bona fide students of their own schools.
- B. Student admission tickets shall be sold only to the bona fide students of the competing schools.
- C. The home school shall furnish all tickets including student tickets for both of the competing schools.
- D. Funds derived from the sale of programs of Conference sponsored events are to be retained by the host school.

III. Admission Charges:

- A. Shall be uniform for all schools.
- B. Shall be set at the May meeting.
- C. Shall be published as Appendix A to this resource.

IV. Gate Receipts:

- A. Football: Beginning with the 2002-2003 school year, a process was implemented by which the home school retains all earnings; the process to be re-evaluated every two years. In the 2005-2006 school year it was voted to continue the process for the 2006-2007 and 2007-2008 school years.
- B. For All Other Sports: The home school will retain gate receipts from Conference contests.

Article IV - PASSES

Conference passes and distribution instructions shall be issued to the assistant principal for athletics or the athletic director **with distribution approval by the ASB Advisor**. Each school shall handle its own distribution. It is imperative that each school issue passes through a thoughtful and conscientious manner. Each pass represents lost revenue to your ASB and therefore your programs. C.I.F. scouting passes are to be used by the coaching staffs for the intended purpose only.

## Article V - ELIGIBILITY AND RESIDENCE REQUIREMENTS

### I. Board Policies/Administrative Regulations Pertaining to Athletics:

#### A. **Board Policy and Administrative Regulation 6145: Instruction Extracurricular & Cocurricular Activities**

1. **Highlights:** Policies and Regulations apply to Interscholastic Athletics, Cheerleaders and Mascots, Songleaders, Specialty Corps, Academic Decathlon, Academic League, A.S.B. and Performing Arts.
  - Course enrollment must be five 5-unit courses within the regular school day throughout each grading period. Such enrollment will constitute satisfactory progress toward meeting the requirements for graduation. (Quarter school students must be enrolled in the equivalent number of courses per quarter; typically 12.5 units of academic coursework.)
  - Conduct grades are included in eligibility requirements.
  - Probation for conduct may be granted to 9th, 10th, 11th, or 12th grade students.
  - Only one probation period can be granted per student per school year.
  - Only ninth grade students are entitled to probation for grade point average (GPA) below 2.0 on a 4.0 scale.
  - Cancellation of choice/Charter/inters/intras results in ineligibility but may be appealed to the Site Principals or the San Diego Section CIF.

2. **Board Policy 6145**  
(URL: <http://www.gamutonline.net/PolicyCategoryList/1053/6>)

3. **Administrative Regulation 6145**  
(URL: <http://www.gamutonline.net/DisplayPolicy/147549/6>)

#### 4. **Additional Information and Clarification**

Grade Point: Achievement of a 2.0 grade-point average (C average) for all courses in which the student was enrolled during the preceding grading period and for which a letter grade was assigned is required. (This grade-point average computation will include 2.5 unit courses in which the student was enrolled beyond the required five 5-unit course enrollment.)

Course Enrollment: Each student to be considered for eligibility must be enrolled in five 5-unit courses within the regular school day and maintain this enrollment throughout each grading period. Such enrollment will constitute satisfactory progress toward meeting the requirements for graduation. (Quarter school students must be enrolled in the equivalent number of courses per quarter; typically 12.5 units of academic coursework.)

Learning Centers: Students enrolled in Learning Center programs will be scholastically ineligible until further notice.

Conduct Situations: Students receiving one or more "U's" in conduct in any one grading period from a single teacher will still be eligible.

Students receiving "U's" in conduct in any one grading period from a second teacher will have the potential for one probationary eligibility period as determined by the school administrator.

Students receiving "U's" in conduct in any one grading period from three or more teachers are ineligible and not entitled to probationary consideration.

Upon receipt of unsatisfactory marks ("U") from more than one teacher in conduct, the student will be declared ineligible for the next schoolwide grading period unless placed on probation by the Administrator of Athletics at the local school following a student/parent contact.

Probation: Local school appeal for a probationary grading period applies to grade-point average, and conduct, excluding course enrollment (must maintain five 5-unit courses) of this regulation for ninth-grade students. The right of appeal for a probationary grading period for 10th-, 11th- and 12th-grade students applies to conduct marks only.

Only one probationary period per student per school year is allowed. Any ninth grade student placed on probation for any grading period will be ineligible without additional probationary option during that year if ineligible for any reason during a second grading period of that year. Any 10th-, 11th- or 12th-grade student placed on probation for any grading period will be ineligible without additional probationary option upon receipt of an unsatisfactory mark in conduct from more than one teacher for any schoolwide grading period in the same school year following the conclusion of this one-time only probationary status.

No student may be granted a period of probation or exempted in any way from the minimal CIF standard of passing in four classes.

Activities Exempt from Eligibility Standards: A cocurricular program that has as its primary goal the improvement of academic or educational achievements of students is not subject to these eligibility requirements. Programs in choral music, instrumental music, ensemble, drama, forensics, journalism, dance, art, and agriculture are not subject to these requirements.

Time Constraints: No extracurricular student activities, practices, or rehearsals shall be scheduled on Sunday. Events scheduled for school nights shall be dismissed no later than 9:00 p.m. in the evening. School activities scheduled for Friday or Saturday nights shall terminate not later than 12:00 midnight, or earlier if the legal hour established through city ordinance is earlier. This shall not apply to post-prom parties organized by parents for members of the senior class. Other exceptions may be approved by the superintendent or designee upon recommendation of the principal.

Club Sport Activities:

1. Club sport activities are organized separate from the Grossmont Athletic Conference for the purpose of providing athletic activities and competition for students.

2. The local school becomes a cooperative agency attempting to put forward a positive spirit of assisting with an attempt to make a club sport activity successful.
3. The local school assistant principal in charge of athletics and/or the athletic director will be responsible for orientation and follow-up communication with club sport coaches. The local school administration will also be responsible for the distribution to these coaches of the Grossmont District Walk-On Coaches Handbook.
4. The coaches of club sport activities will be considered District volunteers and will be so designated in writing. The coaches must also be certified and approved by the District and the Board. Coaches may be selected by the athletic director, varsity-level coaches and/or local school administration. All coaches must be approved by the local school administration. The local school retains the authority to terminate the services of any club sport coach as required.
5. Funds may be raised for these activities and will be deposited through the ASB Trust Account established for the activity. Fund-raisers must be approved by existing school policies. Students who are unable to generate the necessary funds due to hardship shall not be excluded from participation in the activity. Allocation of ASB funds for any club sport activity is a local school decision. ASB funds are generated from students and are allocated by designated students under the supervision of their ASB adviser. Neither the local school operating budget nor the District general fund will be obligated to assume any cost for transportation, officials, or equipment of club sport activities. This includes any allotment for transportation, officials, or equipment from District funds to ASB accounts.
6. Neither the local school operating budget nor the District general fund will assume any responsibility for the funding of a coaching stipend. If there is other payment to the coach, then it must conform to District procedure and not exceed established District stipends.
7. No student shall participate in club sport activities until the following conditions have been met:
  - a. Clearance Card - to include:
    - (1) Parent permission
    - (2) Census information
    - (3) Medical release
  - b. Physical Examination Form\*
  - c. Insurance Forms (School Insurance Plan or Insurance Waiver form)\*
  - d. Informed Consent (warning statement)

\*No student shall be prohibited from participating because of inability to pay fees associated with b and c above.
8. Participation in club sport activities is contingent upon students meeting CIF and District eligibility requirements. The coach will be responsible for ensuring eligibility of participants and the schools will make available its ineligibility list to the coach.
9. The Board-approved club sport coach will be responsible for student supervision. Additional supervision may be assigned as required.
10. First priority for facilities will be given to school activities as determined by the local school administration. Outside agencies may utilize facilities

when not in use by school activities. The local school will assume responsibility for preparation of facilities.

11. Keys will be made available to coaches of club sport activities in order for students to use existing locker rooms. Other keys will be issued at the discretion of the local school administration.
12. Club sport activities may award local school letters if funded by their own ASB trust account.
13. Club sport activities recognized by CIF may compete according to regulations provided by the *San Diego Section CIF Green Book*. Participants in CIF play-offs must meet all prerequisites as prescribed in the *Green Book*.

Local School Payment for Individual Services: Local schools desirous of providing payment for services rendered for extracurricular activities, beyond the base allocation provided for stipends as established within the contractual agreement, may do so under one or more of the following conditions:

1. The student participants in an activity have been attracted in greater numbers than originally anticipated.
2. The school chooses to maintain a "no cut" policy assuring its participants of the opportunity to remain in the program and benefit from the instruction provided.
3. The leadership of the school wishes to provide greater individualized instruction in extracurricular/cocurricular programs as a service to its students.

**\* Schools choosing one of the above options shall comply with the following guidelines:**

- A. The decision for paying instructional personnel beyond the allocated stipend positions rests with the local site principal.
- B. A written plan prepared by the person in charge of the activity must be presented to the site principal for approval prior to the payment of any funds.
- C. The local site principal shall approve in advance any fund-raising activity to be conducted to generate revenues which funds, or a portion thereof, shall be used to pay personnel.
- D. Revenues received from fund-raising activities shall be deposited with the finance clerk at the local school and a trust account shall be opened for that fund-raising activity.
- E. The payment of individuals from school funds for services rendered beyond the existing extracurricular stipends are as follows:
  1. These employees will be hired as after-school supervision aides.
  2. These employees will be processed through Payroll as regular District employees.
  3. A local school budget transfer action is required from the appropriate ASB trust account to the appropriate Human Resources account.
  4. No payment shall exceed the existing stipend structure for the appropriate activity as displayed within the existing contract.

- F. Paid and nonpaid volunteers beyond the base allocation shall meet the certification qualifications of coaches as provided in Board policy and administrative regulations.
- G. A volunteer form must be submitted to Human Resources Division in advance of any voluntary nonpaid coaching involvement in order to ensure liability and Workers' Compensation coverage for both the District and the volunteer.
- H. **NO funds shall be used to improve existing negotiated coaching stipends.**
- I. The District has no jurisdiction over the disposition of stipends once paid to a qualified employee for services rendered.
- J. Nothing stated in these guidelines will preclude the continued use of nonpaid volunteers in extracurricular and cocurricular programs.
- K. Activities which are not sponsored and regulated by the District shall not be funded from ASB and/or District accounts. Sponsoring agencies and/or individual sponsors will be required to arrange for the use of facilities under provisions of the Civic Center Act. (cf. [1330](#) - Use of School Facilities)
- L. Athletic activities must adhere to CIF Regulation 507 of the *CIF Green Book*, stated as follows:  
"A coach shall not be reimbursed for coaching services from any source other than school funds without the approval of the school's Governing Board, nor be subject to any bonus arrangement dependent upon the success of the school's team."

**B. Board Policy and Administrative Regulation 6145.2: Instruction Athletic Competition**

**1. Highlights:**

- Recognizes CIF minimum requirements and supports conference eligibility rules.
- Eligibility begins on the first day of attendance, or when school begins, or the first day of practice - whichever comes first.
- Students are residentially eligible to participate in extracurricular activities from the date of their enrollment until graduation, *unless*: (see AR 6145.2 pages [a] and [b]).
- Hardship appeals may be submitted for students, declared residentially ineligible, to the CIF San Diego Section office.

**2. Board Policy 6145.2**

(URL <http://www.gamutonline.net/DisplayPolicy/147970/6> )

**3. Administrative Regulation 6145.2**

(URL <http://www.gamutonline.net/DisplayPolicy/219417/6> )

**C. Board Policy 6145.21: Instruction Sportsmanship**

**1. Highlights:**



- Recognizes C.I.F. "Ethics in Sports" policy and consequences for noncompliance by athletes and coaches.

**2. Board Policy 6145.21**

(URL: <http://www.gamutonline.net/DisplayPolicy/147550/6>)

**3. "CIF-SDS Ethics in Sports"**

(URL: <http://www.cifsds.org/ethics-forms.asp>)

**D. Administrative Regulation 6145.5: Instruction  
Student Organizations & Clubs**

(URL: <http://www.gamutonline.net/DisplayPolicy/147970/6>)

**1. Highlights & Additional Information/Clarification**

• School-Sponsored Clubs and Organizations

All clubs and organizations must meet the rules and regulations established by the District, the local school administration, and the Associated Student Body (ASB) constitution and bylaws to receive official school recognition. School-sponsored clubs and organizations must file a copy of their charter, constitution, statement of purpose or other desired information with the Governing Board and ASB. This material must have the approval of the school principal. The club will be designated as an official school club only when a faculty Advisor is named to work with the group. The club's Advisor must be approved by the principal.

Membership in clubs and organizations must be limited to students attending the school where the club has received recognition. Membership must be open to all students who meet the qualifications and standards set forth in the club charter. Membership in school clubs and organizations shall not be determined on the basis of race or religious creed, or restricted in violation of current federal or state discrimination laws.

Groups discussing controversial issues must present both sides of the issue and keep the membership open to all segments of the school population. Because the school curricular program is broad in scope, the principal must make sure that school clubs present a balanced program and are a true extension of the curriculum.

Meetings and Activities

1. The time and place of all club activities must be approved by the faculty Advisor.
2. Clubs holding evening meetings must file a regular meeting schedule with school authorities.
3. Meetings and/or activities held on a school night must end by 9:00 p.m.
4. Initiations (other than those which are school-sponsored), hazing in any form, or other activities which do not complement or which interfere with any part of the instructional program are prohibited.

5. No club or organization shall engage in any social activity without the approval of the faculty Advisor. A faculty Advisor, or other authorized person, must be present at all club-sponsored functions.

#### Responsibilities of Faculty Advisor and/or the Club Sport Coach

It shall be the responsibility of the faculty Advisor and/or the club sport coach to see that:

1. The club charter or statement of purpose, as approved by the school administration and the Associated Student Body, are kept on file in the school office. (Location to be designated by the principal of each school.)
2. Accurate membership lists are submitted to the school office as requested.
3. All members of the club or organization are informed of school and District rules and regulations regarding club membership.
4. Parents/guardians are informed as to all evening meetings and activities (including dates, times, and meeting places).
5. Administrative approval is obtained for all club activities.
6. No discrimination, hazing, or other undesirable type of activity is allowed as part of any program activity.
7. All meetings and activities sponsored by the group are supervised. When an alternate supervisor is needed, it shall be the Advisor's responsibility to see that administrative approval has been given.

[Note: Participants in club activities in California Interscholastic Federation (CIF) competition are required to comply with all CIF eligibility guidelines and procedures.]

## II. Academic Eligibility Requirements for Students on Quarter System:

### *Helix, El Cajon Valley and Steele Canyon High Schools*

Students must be enrolled in a minimum of 12.5 units of academic coursework per quarter, complete a minimum of 10 credits, maintain a 2.0 Grade Point Average, and receive no more than one (1) unsatisfactory mark in Conduct. Students will be academically eligible if these requirements are met.

Every four and one-half (4 ½) weeks, progress reports will be verified on each student participating in extracurricular activities.

A four and one-half (4 ½) week probation period *may* be granted if a student has received one (1) unsatisfactory marks in Conduct.

***Probation for academic eligibility may be granted to 9th grade students only.*** This does not apply to 10th, 11th, or 12th grade students.

### III. Impact on Eligibility With Summer School:

- A. Grade Point Average: Summer school participation will not result in a student becoming ineligible because of GPA but may result in his/her becoming eligible. All grades of C or better achieved in an accredited summer school program will be averaged with all grades received at the semester or quarter grading period immediately preceding summer school, unless the summer school course replaces previous semester or quarter grade. Only courses for which letter grades are awarded in summer school will be included and weighted in accordance with the existing GUHSD grade point computation formula. The result of this application will be the resulting GPA factor which determines eligibility (2.0) for the opening of each school year. (This policy applies to academic grades only, not conduct marks. Students ineligible due to conduct may not use summer school conduct marks to replace previous semester or quarter conduct marks.)

**Note:** The GUHSD summer school program, designed for remediation and utilizing the "pass - fail" grade, will not impact eligibility or ineligibility standing related to GPA expectation.

- B. CIF Requirement to Pass Four Courses: Summer School courses from accredited institutions will suffice to effect eligibility in accordance with CIF Rule #207 of the *CIF Green Book* as follows:
- “Summer School credits shall be counted toward making up scholastic deficiencies incurred in the grading period (semester) immediately preceding. Summer school courses failed shall not impair scholastic eligibility achieved in the semester immediately preceding. A course taken by contract or independent study during this summer must meet the following four criterion:
- a. The course(s) must be approved by the Governing Board as a valid part of the District's school program.
  - b. The student must receive passing grades in the courses taken.
  - c. The staff providing the instruction and course supervision must be approved by the Governing Board.
  - d. The school credit is recorded on the student's transcript.”
- C. Allowance will be made for conduct make-up grades in the same class (Minutes of Sept. 7, 2004).

### IV. Enrollment/GPA Clarifications for Eligibility Purposes:

- A. Effect of Incompletes: This practice will be continued and the "Incompletes" will be ignored in this part of the program for the following reasons:
1. The majority of Incompletes awarded ultimately become passing or better grades.
  2. Once an "incomplete" grade is satisfied and a passing grade has been substituted for the "incomplete" grade, scholastic eligibility will be determined when such grade is included in the evaluation of previous period grades and averages a GPA of 2.0 or greater.
- B. Effect of Withdrawal/Passing (WP): If a student's program changes that drops him/her below 5 classes, and the withdrawal is WP, he/she will continue eligibility until the grading period ends. At this time the student is ineligible unless they enroll in the minimum eligibility of five 5-unit classes for the semester and 12.5 academic units in a quarter (refer to CIF Rule 204, C).

- C. "Repeat" 5-Unit Courses Count as Part of the Five 5-Unit Course Enrollment: This practice will continue because the spirit of intent of this part of the policy is to insure that participants are actively pursuing a full day of involvement in academic instruction during the regular school day.
- D. Students Must be Enrolled in Five 5-Unit Courses - or the Equivalent for Quarter System Students - During the Regular School Day: This practice will be continued due to the spirit of intent being that a student be actively involved in formal instruction during five periods of the regular school day.
- E. Increasing Enrollment to Five 5-Unit Courses at Start of New Semester: The students on the ineligibility list at the end of the second grading period, only because of a failure to be enrolled in five 5-unit courses, will be declared eligible by the local school at the start of the new semester, if enrolled in five 5-unit courses. (**Note**: Students under the "Quarter System" are subject to a different course enrollment structure [see pages 19 and 20].)
- F. Utilization of Official "Grade Change Forms" from Teachers to Assistant Principal of Eligibility at Each of Four Progress Report Periods: This procedure (normally used only at the semester between the teacher and registrar) is required of the teacher to the assistant principal in charge of eligibility any time an academic or conduct grade is changed which impacts eligibility for any of the four progress report periods. **Only allowed when caused by teacher error.**
- G. No Addition of Courses After the Third Week of Any Semester (Except Phoenix): This practice will be continued and students enrolled in contract programs, i.e., Phoenix contract classes, after this deadline, will be counted as their enrollment as part of the five 5-unit course requirement.
- H. Difference in Official Academic GPA Computation and Eligibility GPA Computation: It is important to emphasize that these are two (2) separate programs which have different guidelines. The reason for this differentiation in GPA computations is that the intent of the eligibility GPA is attitudinal as well as academic and includes consideration for grades displayed for all courses for which a letter grade is assigned. Certain pre-identified nonacademic courses, which are included in the eligibility GPA computations, are not included in the academic GPA computations.
- I. Effect of Withdrawal/Failure Grades: A student receiving a grade of WD/F will have his/her GPA determined by including the WD/F to determine eligibility. The impact of the grade will be for a six-week grading period or quarter system equivalent and will subsequently be excluded from further computations.
- J. Incompletes Due to Attendance: In accordance with AR5121(e), students who miss more than five days in quarter schools and ten days in semester schools will receive no credit for the class unless absences are made up. This regulation will not affect eligibility GPA calculation on a progress report. Should a student receive no credit for a class under this regulation on a quarter/semester report card, the grade will count as zero grade points in the dividend of the formula and the class will count in the divisor of the formula.
- V. Residential Eligibility – CIF Bylaw 206  
(URL: <http://www.cifsds.org/pdf/GreenBook.pdf>)

VI. Transfer Eligibility – CIF Bylaw 207  
(URL: <http://www.cifsds.org/pdf/GreenBook.pdf>)

VII. Athletic Transfer Eligibility CIF Application Form 207 (and EZ File Declaration form)  
Use this form for:

- First transfer prior to beginning of third consecutive semester since enrolling in the 9<sup>th</sup> grade – Bylaw 207.A.(3).
- Transfer eligibility due to non-participation in the previous 12 months - Bylaw 207.B.(1).
- Limited Eligibility – Bylaw 207.B.
- Hardship Varsity Eligibility – Bylaw 208.

NOTE: For limited purposes, only administration only may use the EZ File Declaration form – “Declaration In Support of Transfer Eligibility (revised 7/1/08) For Valid Change of Residence, Non-participation, Limited Eligibility, or First Transfer Prior to Enrollment in Third Consecutive Semester.”

VIII. Hardship Waivers – CIF Bylaw 208  
(URL: <http://www.cifsds.org/pdf/GreenBook.pdf>)

IX. Transfers from a Foreign Country – CIF Bylaw 209  
(URL: <http://www.cifsds.org/pdf/GreenBook.pdf>)

X. CIF Transfer Eligibility Appeal Procedures

When there has been a written decision by a Section Commissioner to not allow a student to participate in varsity athletics at a new school, the school or parent may request that the decision be reviewed. The requesting party is known as the **Appellant**. The other party is known as the **Respondent**.

The CIF appeals process is designed to give parents and students the opportunity to review the decision of a Section in a fair and consistent manner so that all parties can present their information to an impartial panel of three persons.

There should be no surprises and each party is expected to share all evidence in advance of the hearing so everyone has the same information. Based on the evidence submitted documenting a hardship that required the change of schools, the Appellant has the responsibility to show that the Section’s decision was not reasonable. In other words, a hardship, as defined in CIF Bylaw 208, required the student to transfer to the new school.

The Appeals Panel will consider all the evidence you provided that supports the position that a hardship required the change of schools and whether the Section’s decision was reasonable. The Appeals Panel may not ignore the bylaws of the State CIF and must apply the facts it finds to the bylaws to see if an exception for the Appellant is permitted.

Parents are encouraged to work with the school site administration in completing the appeal request process. Also, the school administration can explain the transfer bylaws, limited eligibility, the appeal process, and what kind of evidence will be needed to support the request.

Reference the *CIF Parent Handbook II, Understanding the Transfer Eligibility Appeal Process* AND “Request for Appeal of Section Decision on Transfer Eligibility” form (URL: [http://cifstate.org/governance/transfer\\_eligibility/pdf/Parent%20Handbook%20II.pdf](http://cifstate.org/governance/transfer_eligibility/pdf/Parent%20Handbook%20II.pdf)).

- X. Discipline, Expulsion and Transfer for Disciplinary Reasons - CIF Bylaw 210  
(URL: <http://www.cifsds.org/pdf/GreenBook.pdf>)
- XI. Physical Assault – CIF Bylaw 211 & CIF-SDS 211.1  
(URL: <http://www.cifsds.org/pdf/GreenBook.pdf>)

#### Article VI - GENERAL RULES, LEAGUE CHAMPIONSHIPS, AND PLAY-OFFS

- I. Trophies and Awards:
  - A. League Champions – There will be a perpetual plaque, for varsity sports only, located in the District Office. Co-champions will share the District plaque and both names will be inscribed.
  - B. Recognition certificates shall be awarded to all members of varsity All League teams.
  - C. Combined Sports School Champions, the school winning the most number of varsity league championships, will receive a trophy and the school name will be inscribed on a perpetual plaque located in the District Office.
  - D. If at the regular pre/postseason meeting a vote is taken and it is agreed to provide placings and corresponding medals beyond those provided by the conference, each school also thereby agrees to share equally in the cost.
- II. The school winning the greatest percentage of its League games shall be declared the league champion for purposes of CIF-SDS seeding. (See Article VI, IX for tie-breaking procedures.)
- III. The PLAY-OFF entries allotted to a particular league shall be those with the best official win-loss record (including forfeitures) unless a vote (by any means) by the principals (or designee, if principal is unavailable) of that league, when taken by the conference president (or designee) indicates otherwise. The results of this vote must be communicated to the Commissioner prior to the seeding meeting. No change in league entries will be made after pairings have been set and released.
- IV. No Conference game can be rescheduled except by Conference action or mutual consent. No contest shall be postponed except when the playing conditions are not suitable for competition. Suitability shall be determined by the administration of the home school before 1:00 p.m. on the day of the scheduled contest. All postponed contests must be rescheduled on the next available date which does not alter the established Conference schedule. (See form on District website.)
- V. Any scheduled League game which is not played shall be regarded as a loss for the school refusing to play.
- VI. Tie games shall be counted as a half-a-game won and a half-a-game lost, except in those sports that have adopted the use of the National Federation Rules.
- VII. Teams tied for the league championship at the end of the regular season shall be determined to be cochampions and no playoff game will be held.
- VIII. The League champions and other finishers, as provided for in the C.I.F., San Diego Section Play-Off format, shall represent their respective Leagues in the postseason play-

offs.

- IX. In case of Co-championships, where schools wish to enter the play-offs for seeding purposes, the Conference representatives shall be chosen by the following methods - if necessary:
- A. Football: See Football Regulations.
  - B. All Other Team Sports:
    - 1. Coin Flip: All coin flips will be done and called by the President alphabetically in the presence of school representatives of the teams involved.
    - 2. Two-Way Tie:
      - a. If one team beats the other team twice in league play, the winning team is seeded ahead of the other team.
      - b. If the two teams split their league games, a coin toss will determine the League representative to the CIF-SDS playoffs (see “coin flip” procedures above).
    - 3. Three-Way Tie:
      - a. In the event of a three way tie, use common game superiority principle when teams have identical records. For softball and baseball ties, the preseason intraleague tournament will be utilized to determine playoff position and then, if still tied, flip a coin (see “coin flip” above). If there is no common game determination (all have equally defeated one another, such as a triangular tie,) flip a coin: Odd team is made automatic #1 seed. (Coin flip method will be determined by Conference President.) After #1 seed has been determined, apply common game principle to the remaining two teams to determine #2.
      - b. In the event those two teams have tied, a coin flip will determine the #2 seed.
    - 4. Four-Way Tie: Use Three-Way Tie procedure.
    - 5. Any other combinations of ties: The Conference will decide on tie breaking format at that time.
- X. If four (4) or more schools participate in a seasonal sport, a championship shall be declared in the sport (providing Conference adoption of that sport has been confirmed by the Grossmont Union High School District Governing Board).

#### Article VII - TOURNAMENTS, INVITATIONALS AND POST-SEASON GAMES

The Conference schedule shall take precedence over any tournaments, invitationals, or postseason games. The individual school shall determine its own scheduling outside of Conference play, within the boundaries set forth in the regulations.

#### Article VIII - ALL-LEAGUE SELECTIONS

- I. A mandatory meeting of coaches will be held at the end of each varsity sport season for the purpose of selecting the All-League team and to make any scheduling recommendations to the conference..
- II. The head coach from the school listed in Appendix B (Athletic Conference Responsibilities) is the designated chairperson for that sport and shall:
  - A. determine the time and place for the coaches meeting,
  - B. preside over the meeting, and

- C. compile the results and distribute the information to Conference members, newspapers, and to the appropriate individual(s) responsible for Conference certificates (refer to Appendix J).
- III. All-League selections must be eligible to compete at the end of the conference sport season for which they have been selected.
- IV. Agencies from the community conferring honors upon Grossmont Conference athletes should be made aware of the Conference coaches' selections.
- IV. Breitbard selection criteria (refer to Appendix K).

#### Article IX – CONTRACTS WITH NON-CONFERENCE SCHOOLS

Copies of all Grossmont Union High School District athletic contest contracts with non-conference schools shall be sent to the Grossmont Conference office. This includes copies of all subsequent correspondence changing the terms and conditions of said contracts, including cancellations. (Forms can be found on the CIFSDS website at URL [http://www.cifsd.org/pdf/athletic\\_contract-fillin.doc](http://www.cifsd.org/pdf/athletic_contract-fillin.doc)).



## SECTION III

### GENERAL RULES RELATED TO THE ATHLETIC PROGRAM

- I. Season Regulations: The C.I.F., San Diego Section rules shall govern length of seasons. All coaches of the Grossmont Conference will adhere strictly to the letter, intent, and spirit of these seasonal practice regulations. In the case where one interscholastic sport overlaps the season of the subsequent interscholastic sport, the participant should complete the season of the first sport before he/she is eligible for participation in the practices or games of the next sport. Students participating in interscholastic sports are encouraged to purchase an ASB card in order to financially support interscholastic athletics.
- II. Practice Regulations:
- A. Practice for any particular Grossmont Conference sport shall take place no sooner than the official earliest day for practice stated in the *C.I.F., San Diego Section Green Book*.
  - B. No interscholastic games or practice of any kind are to be played on Christmas or Sundays.
  - C. Priorities for Facility Use: The following represents the approved priority list and should be used as a guideline by schools to resolve requests and conflicts for the use of their athletic facilities:
    - 1. Varsity Teams
    - 2. Junior Varsity Teams
    - 3. Freshmen Teams
    - 4. Club Sports
    - 5. Recreational Programs
    - 6. Others (AAU, etc.)The principal at each site reserves the right to modify this recommended priority list as the situation requires
- III. Adding or Elevating an Interscholastic Sport:
- A. All schools shall provide school/community-wide distribution of the contents contained in this regulation.
  - B. Parents/students/staff who desire to add a sport or elevate a sport from a club level, shall submit a letter of request to the school principal. The letter of request shall include, but not be limited to, the following:
    - Name of sport
    - Gender of players
    - Level of sport (Frosh, Junior Varsity, Varsity)
    - Estimated number of participants
    - Estimated costs (equipment, uniforms, facilities)
    - Season of Sport (Fall, Winter, Spring)
    - Is it a CIF recognized sport? (Y) (N)
    - Will there be a coaching stipend paid for by the district or site?
  - C. Upon receipt of the letter of request, the Principal will forward the original letter of request to the Conference President.

- D. The Conference President will include the letter of request for review, discussion or possible action at the next regularly scheduled Athletic Conference meeting.
  - E. If the letter of request is approved by the Conference, the Conference President will submit the letter of request to the Principals' Council for review, discussion, and possible action.
  - F. If the letter of request involves a sport previously approved by the CIF-SDS, the Superintendent/designee will review the request for recommendation to the Governing Board for review, discussion and/or possible final action
  - G. Should the letter of request involve a sport not recognized or sanctioned by the CIF-SDS, steps 1-5 must be completed in order for the letter to be forwarded to the Commissioner's office of the CIF-SDS.
  - H. If the letter of request seeks approval for status as a club sport only, then approval can be granted by the school's Principal by following the district's guidelines for recognizing a new club sport.
- IV. Number of Contests To Be Played: The C.I.F., San Diego Section sets the maximum number of contests per season in all sports and classifications.
- V. Athletic Insurance: The Grossmont Union High School District requires that all participants in the competitive athletic program be insured. The school will supply applications for the appropriate policy to the students. If a student's parents will verify they carry insurance on the student which meets C.I.F. requirements, the student is not required to purchase further insurance providing an insurance waiver form is on file in the finance office.
- VI. Physical Examination: An annual physical examination by a physician or medical practitioner, certifying that the student is physically fit to participate in athletics is required before a student may try out, practice, or participate in interscholastic athletic competition. A student will be excused from this physical examination provided there is compliance with the Education Code provisions concerning Parents' Refusal to Consent. (*C.I.F. Green Book*, Rule #307).
- VII. Competition On Outside Teams: A student may not practice or participate on any outside team in the same sport during the school season of that sport with the exceptions as noted in Rule 600 (a) of the *C.I.F. Green Book*. (C.I.F. defines the season of sport as beginning with the first intraschool contest and ending with the final contest.) A scrimmage is not considered an intraschool contest.
- VIII. Limitation Of Individual Competition In Various Classifications: A student may move from Freshmen to Junior Varsity, or Junior Varsity to Varsity during the same week (Monday through Saturday), but not from Varsity to Junior Varsity, or Junior Varsity to Freshmen during the same week (Monday through Saturday). The individual sports of wrestling, track, cross-country, tennis, swimming, and gymnastics are exceptions. A student may not compete in any one sport in more than one classification or level (Varsity, Junior Varsity, Freshmen) on the same day.
- IX. Ineligible Players, Knowledge Of, Etc.:
- A. If any teacher, official, coach, or administrator has information which leads him/her to suspect there is an ineligible player, he/she is obligated to report this to the administration.
  - B. No school is to play or dress an ineligible player in a nonleague game, practice game, meet, scrimmage, or match.

- C. No non-roster student shall be allowed to participate in any extra or co-curricular program . (Exceptions would be student managers or scorekeepers.)
  - D. No non-high school student is allowed to participate on a Grossmont Union High School District team at any level.
- X. Towels And Locks - Visiting Grossmont Conference Teams: Visiting Grossmont Conference Teams will furnish their own towels and locks.
- XI. First Aid and Accident Procedure:
- A. First Aid Equipment:
    - 1. Education Code, Section 32040: The governing board of any school district, superintendent of schools, or principal in whom is vested the administration or supervision of any public or private school in the state, shall equip the school with a first aid kit whenever any pupil of the school is conducted or taken on field trips under the supervision or direction of any teacher in, or employee or agent of, the school.
    - 2. Education Code, Section 32041: The teacher, instructor agent, or employee shall have the first aid kit in his/her possession, or immediately available, while conducting the field trip.
    - 3. Education Code, Section 32044: Any member of the governing board of any school district and any superintendent of schools, principal, teacher, or agent who willfully violates the provisions of this article (commencing with Section 32040) is guilty of a misdemeanor.
  - B. Accident Procedures: Each school site should have a **cellular phone** available for designated contests, so that appropriate parties can be contacted in emergency situations. The following procedures should be followed carefully in case of accident to pupils or school employees:
    - 1. First aid should be given when appropriate.
    - 2. Parent should be notified. Upon request of the parent the pupil should be sent home, to a hospital, or to some place where medical attention is available. The L.V.N., athletic trainer or a staff member should accompany the pupil, if possible.
    - 3. If the parent cannot be reached, or if there is need for immediate attention, the appropriate medical emergency unit should be called. They will determine the need and call an ambulance, if necessary.
    - 4. **The teacher, coach, or principal must fill out a formal accident report and fil it with the school L.V.N. or athletic trainer within twenty-four (24) hours if physical injury has occurred to an pupil during school hours, while the pupil is on his/her way to or from school, or while he/she is participating in a school activity. This report is necessary in the event of legal action (Administrative Regulation 5141.1).**
- XII. Supervision Of Teams And Athletic Events:
- A. General---Title 5, California Administrative Code, 5531:  
". . . All athletic or social activities, wherever held, when conducted under the auspices of any public school, or of any class or organization thereof, shall be under the direct supervision of the authorities of the district."
  - B. Teams must be accompanied by authorized personnel pursuant to current state law. Volunteer cadet teachers shall not be designated as the responsible supervisor.
  - C. Coaches or advisors, whether working in volunteer or paid capacity, shall not bring unattended children to practices or events.
  - D. No non-certificated adult shall be allowed to participate in any extra or co-curricular

program. (Exceptions would be alumni events.)

XIII. Off-Campus Rallies, Noisemakers, Etc.:

- A. There shall be no off-campus rally, demonstration, or similar activity associated with the interscholastic athletic program.
- B. There shall be no night rallies, demonstrations, bonfires or similar activities.
- C. Mechanical noisemakers and confetti of all kinds are forbidden at school sponsored activities. Refer to *CIF-SDS Green Book* Article XI, J, Noisemakers (URL: <http://www.cifsds.org/greenbook.asp>).

XIV. Regulations of Letters, Sweaters, Jackets, Etc.:

This is an ASB and Athletic Department responsibility of the individual school.

XV. Bands And Cheering Sections:

(See Section IV - Regulations Related to Specific Sports.)

A. Bands:

1. Host School Music Department: The band of the host school is responsible for the music program at football games. A pep band from the opposing school may attend and shall remain in the stands and coordinate any special requests with the host school administration.
2. Limitations Of Pre-Game/Half-Time Activities On The Field:
  - a. No pre-game band or drill team activities shall be held on the field prior to the contest without mutual consent of the two schools involved.
  - b. During the half-time the visiting school pep band is not to play until the home school concludes its half-time performance.
  - c. In football, two minutes shall be allowed before the start of the third quarter for the teams and officials to get ready for play. If the half-time period is to be extended for any reason, the visiting administration, coach, and referees must be notified prior to the game and the extension must be in accordance with the National Federation Rule Book (generally 15 minutes). If half-time is to be extended, the referee shall be notified prior to the start of the contest.
  - d. Auxiliary groups are to complete their halftime performances before an athletic team can return to the field or court.
3. Band Performance Restrictions:
  - a. Bands should only play before a game, during time-outs, at half-time, and after the game.
  - b. Bands shall take turns in performing their numbers and shall not interrupt while the other band is playing.
  - c. Bands must terminate a number when a team is ready for play.
4. Marching Units:
  - a. Any activity to be done by the marching units which might interfere with the football team or the basketball team should be cleared with the coach of that sport at least one day before the game.
  - b. In football, while the ball is in play, marching units shall at all times remain at least ten yards from the boundaries of the playing field.

B. Cheering Sections:

1. Yells that are of a derogatory, derisive, or that could be construed to be of an inflammatory nature will not be tolerated.
2. Cheerleaders, coaches, and faculty should **discourage inappropriate** and

unsportsmanlike yells in the stands.

3. Cheering sections should alternate in performing their yells.
4. At basketball games, song and cheerleaders should not interfere during warm-up drills or during games.
5. After the game, cheering sections and teams should stay for the completion of both schools' Alma Mater.
6. Cheerleaders will not be allowed to climb or hang from goal posts.

XVI. Signs: All signs must be positive statements regarding their own school. Signs of any nature regarding the opponent will not be allowed.

XVII. Conduct of Players: All athletes, coaches, and game officials are required to sign the C.I.F. "Ethics in Sports" (see Appendix L).

The Conference does not condone verbal or physical attacks on opposing players, coaches, spectators, or officials. The administration and coaching staffs of each school should make every effort to eliminate conduct that is not acceptable to the standards of sportsmanship desired by our Conference. Participants who use profane or obscene language may be removed from the contest.

XVIII. Scheduling of Night Games: Scheduling of athletic activities at night during the week shall be avoided whenever possible. Pursuant to Board Policy all school events which are conducted on a school night must end by 9:00 p.m. No extra or co-curricular activities should be scheduled for the night before the beginning of semester finals.

XIX. Criteria for Changing Conference Schedule: Once a Conference schedule is printed, a change of date or time can be made only by written mutual consent of both administrators, including the reason for the change. A copy of the change should go to the Conference president and Conference members at the next meeting.

A. Acceptable reasons for change of date include:

1. Facility conflicts
2. Special programs (i.e., testing, etc.)
3. Weather conditions
4. District-called meetings

B. Acceptable reason(s) for change of time include:

1. To generate income

XX. Secret Fraternity Rule, C.I.F., San Diego Section: In order to compete in interscholastic athletics, a student must not have been during the school year, a member or a pledge of, or attended meetings of a secret fraternity or club as defined by State Law, (Education Code 48905). A student who has violated this Section will remain ineligible for the remainder of the school year. (**NOTE**: In this section a school year is defined as beginning July 1 and ending the following June 30th.) Any subsequent violations of this Section would cause the student to become ineligible for any further interscholastic competition.

XXI. Dual Competition: The C.I.F., San Diego Section allows athletes to participate in two sports at a time.

XXII. Awards:

- A. A high school student may not receive from any source an athletic award for

- C.I.F., San Diego Section high school competition of more than the dollar value, excluding engraving, as stated in the *Green Book* (Rule #802).
- B. C.I.F. Sections may not permit an award to students who are members of C.I.F. Section Championship Teams of more than the dollar value, as stated in the *Green Book*, Bylaw 802 (URL: <http://www.cifsds.org/greenbook.asp>).
  - C. Conference and C.I.F. Championship patches may be purchased and awarded to members of a championship team by the individual school. Patches shall be of a size equivalent to C.I.F. patches. (C.I.F. Participation patches may be purchased by participating teams through the C.I.F., San Diego Section office.)
  - D. The Conference will purchase medals for track, cross country, gymnastics, wrestling, tennis, and swimming. Medals will be awarded as indicated in Appendices C, D, E, F, G, and H.
  - E. Annually, the Grossmont Conference will recognize male and female athletes from each high school who represent the highest ideals of sportsmanship during the school year. Presentation of the awards to these athletes will be made at the November, January, and March Conference meetings.

XXIII. Warm-Up Time for Contests:

- A. All teams should be given the time necessary for a safe warm-up.
- B. The minimum warm-up time for all sports (except football, cross-country, two-mile in track, and gymnastics) shall be 20 minutes. The minimum warm-up time for football, cross-country, and two-mile shall be 30 minutes. The minimum warm-up time for gymnastics shall be one hour.
- C. In outdoor sports, where darkness might interfere with the completion of the contest, or where no lights are available, the maximum warm-up time shall be 20 minutes (except for cross-country and two-mile). The maximum warm-up time for cross-country and two-mile shall be 30 minutes.

XXIV. Breitbard Awards: (See Appendix J).

## SECTION IV

### REGULATIONS PERTAINING TO SPECIFIC SPORTS

#### I. BASEBALL

##### A. General Rules and Regulation:

1. All baseball competition in the Grossmont Conference will be conducted under National Federation and C.I.F. San Diego Section rules unless otherwise provided herein.
2. Varsity and Junior Varsity games will be played at the same school when possible.
3. All games will begin in accordance with the schedule listed in Appendix K unless prohibited by local school schedule. Schools not able to meet starting time shall notify officials and opponents of corrected starting time.
4. Innings: Varsity games shall be seven (7) innings in length. Junior Varsity games will be seven (7) innings in length.
5. Infield Practice: Each team shall be allotted fifteen (15) minutes infield practice. Home team will have infield first; visiting team, second.
6. Batting Practice: : Batting practice will be allowed in Conference games up to one hour before the scheduled start of the game and be with mutual agreement of the coaches until daylight savings time begins.
7. "Pepper": Pepper shall be allowed at any time as long as such games are limited to thirty (30) feet between players, take place off the infield, and do not interfere with the scheduled starting time of the game.
8. Pitcher's Mound: All schools shall make it their responsibility to have their pitcher's mound conform to the specified size prescribed in the rule book.
9. Officials: Junior varsity games shall have at least one association official.
10. Postponement of Game: Refer to Section II, The By-Laws, Article VI, Item IV.
11. League Competition: Shall be held for varsity and junior varsity teams. C.I.F. rules shall be followed.
12. Classes of Competition: *Green Book*, Article XI - Special Rulings, I. A student may move from the junior varsity to the varsity during the same week (Monday through Saturday), but not from varsity to Junior Varsity during the same week (Monday through Saturday).
13. Tied games will not be played-off.
14. Intraconference (points purposes): Intraconference play, prior to the start of league games, will be treated as a tournament for the purpose of accumulating points towards the C.I.F. limit.

##### B. Coach's Responsibilities:

1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
2. The host school will report results to the news media, , however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.
3. Each coach should maintain individual records on his/her own team members.
4. The head coach, or his designee, will attend the preseason organizational and postseason All-Conference meetings.

- C. Baseball Chairperson: As designated in the Conference Responsibilities Schedule, shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix M for recommended agenda.

## II. BASKETBALL

### A. General Rules and Regulations:

1. All basketball competition in the Grossmont Conference will be conducted under National Federation and C.I.F. San Diego Section rules unless otherwise provided herein.
2. Pre-game Sportsmanship Meeting Prior to Varsity Basketball Games: In an effort to improve player, coach and spectator behavior at basketball games a mandatory “Sportsmanship Meeting” must take place prior to the start of varsity games. The home team is responsible for hosting the meeting. Failure of the home team to orchestrate the meeting will result in a “technical foul” being assessed against the home team. The requirement does not apply to tournament games during pre-season or winter break. Required attendees must include a home school administrator or designee, a coach from each team, team captains and at least one official. The meeting site will be mid-court. The meeting time will be prior to beginning of the game about the same time pre-game meetings have been held in the past. Below is a suggested list of topics to be covered at the sportsmanship meeting. Try to limit the meeting to no more than five minutes.

PRE-GAME SPORTSMANSHIP MEETING  
FOR  
VARSITY BASKETBALL GAMES

The home team administrator or designee will . . .

1. Welcome the coaches of both teams, team captains and official(s).
2. Point out the location and identity of administrator(s) and/or supervisor(s) present for game.
3. Outline procedures for team introductions.
4. Outline procedures and expectations for crowd control.
5. Thank coaches and athletes for their contributions to athletic programs at their schools and remind them that their actions are a direct reflection on their schools and community.
6. Ask Official to cover:
  - Bench decorum,
  - Play on the court, and
  - Caution that taunting, trash-talking, and any other unsportsmanlike behavior will not be tolerated.
7. Make closing comments to the effect that: “Only one team will emerge as the winner tonight but everyone here has the opportunity to act like a winner no matter the outcome. Good luck.”

3. Conference competition will be held for Varsity and Junior Varsity teams.
4. Classes of Competition: A student may move from Junior Varsity to Varsity during the same week (Monday through Saturday), but not from Varsity to Junior Varsity during the same week (Monday through Saturday).
5. Scheduling of Contest:
  - a. The number of contests allowed per week and the starting time for



all contests will be set forth by the Principals' Council. However, the schedule of Conference games should not exceed three (3) contests per week.

- b. Junior Varsity and Varsity basketball games will be scheduled for Tuesdays and Fridays except for the second week after winter break and during the week of final exams and the final week of the regular season.
    1. Tuesday boys games will be at one site and girls games will be at the opposite site. For starting times, refer to Appendix K. Games are to start no earlier than these times, but if the first game runs longer than usual, the second game is to begin 20 minutes after the end of the first game. Early starting schools may agree to play earlier based upon prior written mutual agreement by the principals of the two schools. The home school principal will be responsible for notifying the officials' association of the earlier starting time.
    2. Friday Varsity games will be at one site and Junior Varsity games at the opposite site. For starting times, refer to Appendix K. Games are to start no earlier than these times, but if the first game runs longer than usual, the second game is to begin 20 minutes after the end of the first game.
    3. In the event the beginning of a basketball double-header is delayed (act of God, transportation, lack of officials, etc.), the maximum time delay will be 45 minutes. The minimum on-court warm-up time for a visiting team shall be 20 minutes. If the game cannot be started within the 45 minutes, it will be postponed and re-scheduled at the earliest possible open date.
  - c. Admissions will be charged for JV and Varsity games on Tuesday and Varsity games on Friday.
  - d. Because of scheduling needs created by boys/girls basketball being in the same season, wrestling teams must compete on Thursday nights. (Refer to Appendix K.)
6. Timer and Scorer: For Varsity games, a certificated faculty member or experienced instructional aide or teacher aide from the host school shall serve as a timer or scorer. An adult should serve as the timer or scorer. A student or an adult may act as timer for the 30 second clock if the school does not have an automatic 30 second clock.
  7. Uniforms: Game uniforms will be determined by the C.I.F. regulations.
  8. Official Ball: The game ball shall be a leather ball approved for official use.
  9. Pep Band: Only the home team is allowed a pep band. It is suggested that the pep band and home team fans be placed on the opposite side of the court from where the players are seated.
  10. Security: The home team is required to furnish security on Friday nights.
  11. Gym Regulations: Paper pompons, megaphones, and artificial noisemakers are not permitted in the gymnasium.

B. Coach's Responsibilities:

1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.

3. Each coach should maintain individual records on his/her own team members.
  4. The head coach, or his designee, will attend the preseason organizational and postseason All-Conference meetings.
- C. Basketball Chairperson: As designated in the Conference Responsibilities Schedule, shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. It is recommended that the community based coaches, involving 9th graders, be invited to the preseason meeting. See Appendix N for a recommended agenda.

### III. CROSS-COUNTRY

#### A. General Rules and Regulations:

1. All cross-country competition in the Grossmont Conference will be conducted under National Federation and C.I.F. - San Diego Section rules unless otherwise provided herein.
2. There shall be two (2) teams: Varsity and Junior Varsity, Boys and Girls (Junior Varsity may be fielded under club status):
  - a. Ten (10) boys/girls are Varsity as determined by the coach (must be the best seven).
  - b. The remaining members comprise the Junior Varsity.
3. It shall be the Conference coaches' responsibility to establish the cross country course sites:
  - a. Varsity boys courses are at least three miles or 5000 meters in length.
  - b. Junior Varsity boys/girls and Varsity girls courses are at least two miles and no longer than 3.1 miles in length.
4. Junior Varsity meets shall start in accordance with the schedule in Appendix K, followed by Varsity girls and Varsity boys competition.
5. DUAL meets will count 1/3 and the league finals will count 2/3 to determine the final league standings.
6. Rules For Dual Meets:
  - a. Varsity Team: Boys/Girls:
    1. Comprised of ten (10) best boys and girls.
    2. Seven (7) displace.
    3. Five (5) score.
    4. Low score wins.
  - b. Junior Varsity: Boys/Girls:
    1. All other runners may compete.
    2. Seven (7) displace.
    3. Five (5) score.
    4. Low score wins.
  - c. Start Officiating:
    1. Races should be started and officiated by home team.
    2. Establish a starting line.
    3. Clearly mark the course.
    4. Establish a finish line, a finish chute, and scorers table.
    5. A timer should be at the finish line to record times.
7. Conference Finals:
  - a. Varsity:
    1. Ten (10) best boys/girls at that time comprise a team.
    2. Seven (7) displace, five (5) score.
    3. Officiating will be similar to a dual meet or a tri-meet.
  - b. Junior Varsity:

1. Anyone not running Varsity may run Junior Varsity (JV) and there will be unlimited entries.
  2. Seven (7) displace, five (5) score.
  3. Officiating will be similar to a dual meet or a tri-meet.
  - c. Medals shall be awarded as follows:
    1. Ten (10) Varsity (boys/girls).
  - d. Each school will be assigned responsibilities for the Conference finals.
- B. Coach's Responsibilities:
1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
  2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.
  3. Each coach should maintain individual records on his/her own team members.
  4. The head coach, or his designee, will attend the preseason organizational and postseason All-Conference meetings.
- C. Cross-Country Chairperson: As designated in the Conference Responsibilities Schedule shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.

#### IV. FIELD HOCKEY

- A. General Rules and Regulations:
1. All field hockey competition in the Grossmont Conference will be conducted under National Federation and C.I.F. San Diego Section rules unless otherwise provided herein.
  2. Game Details:
    - a. Time:  
The varsity game shall begin at 3:15 p.m. and the junior varsity at 4:30 p.m.
- B. Coach's Responsibilities:
1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
  2. The host school will report results to the news media, , however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.
  3. Each coach should maintain individual records on his/her own team members.
  4. The head coach, or his designee, will attend the preseason organizational and postseason All-Conference meetings.
- C. Field Hockey Chairperson: As designated in the Conference Responsibilities Schedule, shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.

#### V. FOOTBALL

- A. Approved General Rules and Regulations:
1. All football competition in the Grossmont Athletic Conference will be conducted under National Federation, C.I.F., San Diego Section, and Grossmont Athletic Conference rules.

- a. Conference Schedule  
Weeks 1-5: Schools are not obligated to play their conference assigned opponents; requires Principal's approval.
2. Football Practice: (C.I.F. Regulations) Refer to *Green Book*, Sports Regulations.
3. Spring Football: Refer to *Green Book*, *C.I.F. San Diego Section*, Sports Regulations – Rule 1900.1, 3 & 1904.
4. Student athlete participation in football is limited to one game per week, as defined by entering a game for one or more plays from scrimmage. Additionally individual players are limited to ten games per year prior to post season competition.
5. Film/Video Tape Exchange:
  - a. All Grossmont Conference schools will participate in a tape exchange, unless a game is not scheduled. If a school does not play, the school that does play has the option of not exchanging that week's game tape.
  - b. The minimum acceptable exchange will be the complete game on VHS video tape and must be the best first generation copy available.
  - c. Cutting or editing of tapes is not permitted and view should be from the deepest running back to the deepest Defensive Player and expand wide enough to include all wide receivers (should include all 22 players).
  - d. The tape exchange will begin on the Saturday after the first regular game. The exchange will take place between 8:00 a.m. and 8:20 a.m. at a designated location. In the event of a Saturday game, the exchange will take place on Sunday between 8:00 a.m. and 8:20 a.m.
  - e. All tapes will be exchanged on Saturday, including the Friday opponent, except for Saturday games (see "d" above).
  - f. All games previously played will be exchanged, including the previously played Friday or Saturday game.
  - g. Grossmont Conference teams are not permitted to furnish non-conference C.I.F. opponents with videos or information on other Grossmont Conference teams (please check Grossmont Conference Code of Ethics).
6. Game Details:
  - a. Time: Varsity football games will be started in accordance with the schedule listed in Appendix K.
  - b. Site: The game site will be selected by the Conference for all conference games. All other game sites will be determined by the home team.
  - c. Uniforms: Football teams in the Conference will follow the recommended procedure for Varsity player numbers as shown in the National Federation Football Rules Book.
  - d. Timing: Game timing will be the responsibility of the home school. Time will be kept off the playing field. The visiting team will be encouraged to have a check timer sit with the official timer. The official timer must be a faculty member or a responsible adult.
  - e. Fields: Fields should be properly lined and marked. Effort should be made by the home school to keep the field clear of unauthorized persons. The coaching boxes should be kept clear of photographers, reporters, and overly zealous rooters. Both schools should keep their benches clear of unauthorized persons.
  - f. Security: The home school must furnish adequate security protection. The visiting school will be responsible for the supervision of the visiting rooting section.

- g. Officials: Five officials will be used in Varsity games, and four officials will be used in Junior Varsity games and Freshmen. All officials will be secured from the San Diego County Football Officials Association.
- h. Game Administrative Details: It is the responsibility of the administration of the home school to:
  - 1. Send a bulletin of information concerning the game to the visiting school one week in advance of the contest.
- i. Division Champions: In case of a tie for the championship, there will be no play-off. A co-championship will be declared.
- j. Selection of Play-Off Representative Team:
  - 1. Refer to C.I.F. San Diego Section By-Laws, Article VII.
  - 2. In case of ties, the team having defeated the other in League play will have earned the higher position in the final League standings.
  - 3. In the event of a three-way tie, if one team has beaten the other two teams, they will be the representative. If it is a triangular tie (teams have each beat each other), the representative will be the team that has the least points scored against them in the common games between the tied opponents. Example: School A beat School B (7-0), School B beat School C (24-17), and School C beat School A (14-3). School A gave up 14 points, School B gave up 24 points, and School C gave up 27 points. School A would be the Representative. If two are tied after that, head to head of those two teams will be the representative. All other ties will be broken by a coin flip, by the Conference President.
  - 4. **Grossmont Conference Football Tie-Breaker will be as follows:** The C.I.F. tie-breaker rule (see below) will be used to determine seeding in the CIF Play-offs if both teams are in the same CIF Play-off Division (Division I, II, III, etc.).

C.I.F.-San Diego Section Tie-Breaker:

- 1. A coin will be tossed to determine who goes on offense first. The team that wins the toss has its choice of offense or defense. The other team selects which end of the field will be used.
- 2. The ball is placed on the 25-yard line and team "A" gets four plays in which to score a touchdown, score a field goal, or convert a first down. If a first down is achieved, the process starts over and continues until Team "A" scores or uses up all four of its allotted downs
- 3. Team "B" then gets the ball and follows the procedures explained in #2, above.
- 4. If both teams score the same number of points, or if both teams fail to score, the procedure is repeated, at the same end of the field, until a winner is determined.
- 5. A fumble recovery or interception by the defensive team can be advanced for a touchdown, the advancement must be a continuous play.
- 6. Junior Varsity Football: A Junior Varsity football league will be established, standings will be kept, and a Junior Varsity champion declared. Junior Varsity games will be scheduled on Fridays, the sites will be the same as the Varsity home and away schedule and will be a double-header, with the Varsity game. Games will begin in accordance with the schedule listed in Appendix K. Junior Varsity games will consist of 12-minute quarters. Rules regarding

the playing of Upperclassmen will follow the *CIF Green Book* rules. An admission fee will be charged.

7. **Freshmen Football:** A Freshmen football league will be established, standings will be kept, and a Freshmen champion declared. Freshmen games will be scheduled on Thursday's, the sites will be opposite the varsity home and away schedule. Freshmen games will consist of four (4) quarters, each ten (10) minutes in length. The Freshmen game will begin at 5:15 p.m. If an additional 5<sup>th</sup> quarter is agreed to by both coaches and officials **prior to the beginning of the regular contest**, participation is for student-athletes that did not have the opportunity to participate in the regular game.
8. **Suggested Pre-Game Planning Checklist:**
  - a. **Prior To Day Of Game:**
    1. **Facilities Plan:** Look over facilities and make detailed plan for the game.
    2. **Private Security:** Arrange for adequate security protection. Determine how and where they are to be used. They should be on duty at least 15 minutes before the ticket sellers arrive.
    3. **Bleacher Seating:** Determine where the members of two student bodies and parents will be seated.
    4. **Concessions:** If the school is to handle concessions, plans should be worked out in advance.
    5. **Seating Of Teams, Warm-Up, Etc.:** Determine where teams will sit, warm-up, etc.
    6. **ROTC Cadet Corps, IA's or TA's:** Organize so they may be contained on the inside field. (Note: Unwise to use ROTC Cadet Corps outside the field.)
    7. **Band, Drill Teams, Half-Time Performance:** Plan for seating, performance, and special equipment.
    8. **Officials, Timers, and Linesmen:** Arrange for their services and advise them regarding dressing facilities.
    9. **Physicians:** Have a physician in attendance for Varsity football contests.
    10. **Instructions For Administrative Assistant Or Head Custodian:** Instruct the administrative assistant or head custodian to:
      - a. Set up PA, clock, timer's tables.
      - b. Turn on lights.
      - c. Place yard markers, chain, down box.
      - d. Allow teams to enter team rooms before game and during half-time.
      - e. Advise coaches and assistant principals where to contact the administrative assistant or head custodian during the game.
  - b. **Day of Game:**
    1. **Ticket Sellers:** Advise them that they should be ready to admit the crowd at least one hour before game time. An early start will prevent the crowd

- from jamming up at the ticket gates.
      2. Control Of Field, Fences, and Crowd:
        - a. Instruct security regarding crowd control.
        - b. At the end of the game, station private security along the fence to prevent the crowd from moving from bleachers onto the playing field.
      3. Halftime: Normal halftime will be 15 minutes plus the three minute warm-up. Homecoming halftimes will be 20 minutes with a three minute warm-up.
    - c. After Game:
      1. Parking Lots: Send private security to each of the parking lots to be sure that all danger areas are covered. Security should remain until the parking lots are clear.
      2. Concession Area: Make sure the concession manager has cleaned up the concession area.
      3. Cost Payment: The ASB bookkeeper will send a check to cover the operation costs of the game, as outlined in the policies on Conference finance.
    - d. Problems: If any problems arise, contact the assistant principal.
- B. Coach's Responsibilities:
  1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
  2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.
  3. Each coach should maintain individual records on his/her own team members.
  4. The head coach, or his designee, will attend the preseason organizational and postseason All-Conference meeting.
- C. Football Chairperson: As designated in the Conference Responsibilities Schedule, shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. **(See Appendix N of the *Yellow Book* for recommended agenda items. Reference the *CIFSDS Green Book, Policies & Procedures, Authorized Awards for CIFSDS Competition for All-League, All-Division & All CIF-SDS selection information.***)
  1. All-league selections will consist of the following:  
 First and Second Teams for Offense and Defense (11 members for each team)  
 Honorable Mentions (4 per school total)  
 Player of the Year, Kicker of the Year, and Coach of the Year  
 Note: Kicker of the Year does not need to count in the 11 First Team Members.

## VI. GOLF

### A. General Rules and Regulations:

1. All golf competition in the Grossmont Conference will be conducted under National Federation and C.I.F., San Diego Section rules unless otherwise provided herein.
2. Teams In Competition:
  - a. A team shall consist of six (6) players.
  - b. There shall be a double round robin schedule for each league within the Conference
3. Seasons of The Sport:
  - a. Team practice may begin according to *C.I.F. Green Book* (ref. <http://www.cifsds.org/greenbook.asp>).
4. Time, Place, and Conditions of Matches:
  - a. Matches shall be played at 3:30 p.m., unless an alternate time is previously agreed to by both teams. Teams may be permitted to start play at 2:30 p.m., if both teams are ready and agreeable, and if players have not been released before completion of their regular classes.
  - b. The host school shall arrange for the course and pay any fees.
  - c. U.S.G.A. rules shall be played unless coaches mutually agree to use local rules prior to the match.
  - d. All holes shall be played out unless weather is life-threatening.
  - e. Club play shall be nine (9) holes during Pacific Standard Time; nine (9) holes during Daylight Saving Time, and eighteen (18) holes during League Championships. If insufficient light exists, number of holes may be shortened by mutual consent of coaches involved.
  - f. In scoring matches the five (5) best scores will be counted. The team with the lowest total score shall be declared the winner. In the event of a tie after totaling the five (5) best scores, the match shall revert to the sixth scorecard results to determine a winner as prescribed under the *USGA Rules of Golf*.
  - g. The home team shall be responsible for reporting scores to newspapers immediately after the matches.
5. Conference Tournament: The Grossmont Conference Tournament is held to determine individual entries into the C.I.F. individual championships. Coaches should supervise instead of play during the conference tournament.
6. C.I.F. Tournament: The teams finishing first (1<sup>st</sup>) the final league standings will enter the C.I.F. team championships.
7. Ties in Conference Standings: If two or more teams are tied for the league title, Co-League Champions shall be declared. However, the team with the lowest score in the League Final will determine the automatic entry for the C.I.F. Team Tournament. In the event of a tie at League Finals, the 6<sup>th</sup> player scores will be used as the tiebreaker. If the 6<sup>th</sup> player scores result in a tie, then the U.S.G.A. Scorecard Playoff format will be used. The site scheduled to host the League Finals for that season shall not be changed for the purpose of creating a neutral site for all teams involved in the tie.
8. Post-Season Competition: No student athlete may be waived into the C.I.F. preliminaries without having participated in the League Final unless a C.I.F. waiver has been granted.

### B. Coach's Responsibilities:

1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.



2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.
  3. Each coach should maintain individual records on his/her own team members.
  4. The head coach, or his/her designee, will attend the preseason organizational and postseason All-Conference meeting.
- C. Golf Chairperson: As designated in the Conference Responsibilities Schedule, shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.

## VII. GYMNASTICS

### A. General Rules and Regulations:

1. All gymnastics competition in the Grossmont Conference will be conducted under National Federation and C.I.F., San Diego Section rules unless otherwise provided herein.
2. A gymnast may compete as a Varsity compulsory or a Varsity optional entrant.
3. The Varsity and Junior Varsity compulsory routines will be formulated and judged according to the C.I.F., San Diego Section and the San Diego County Gymnastics Coaches and Officials Committee.
4. The Varsity optional routines for Conference competition will be the routines designated by the current rules of the National Federation for State High Schools Association.
5. Five (5) entries will be allowed per school, per event at each level of competition. The top three (3) scores will be used for team points.
6. Five (5) entries will be allowed per school, per event at the Conference finals.
7. At each meet, the winners of the separate teams, i.e., Junior Varsity and Varsity, will be computed and announced. The top three (3) individual competitors in each event will also be announced; for tri-meets the number drops to two (2).
8. The Conference champion will be determined by the results of the Conference final meet.
9. All Conference meets will begin according to the approved time schedule in accordance with the schedule listed in Appendix K.
10. Computing Points for the League Champions:
  - A. Using the Conference Schedule  
 Meets in Red – Valley Schools – count towards league championship  
 Meets in Blue – Hills Schools – count towards league championship  
 When playing another team for League Points:  
 Win = 2 Points; 2<sup>nd</sup> = 1 Point  
 Add all your points – This counts as 40%
  - B. Using the League Finals  
 Win = 6 Points; 2<sup>nd</sup> = 5 Points; 3<sup>rd</sup> = 4 Points, etc.  
 This counts as 60%.

Note: If a tie occurs, the league final champion will go.  
(Conference Meeting November 2006)

### B. Conference Finals:

1. The Grossmont Valley and Hills League Finals for varsity competitors will

serve to qualify individuals and teams to compete in the C.I.F., San Diego Section finals.

- C. Individual Qualifying Requirements for CIF  
Three (3) event scores of 9.0 or above on an event during the season.  
Three (3) All-Around scores of 35.0 or above on an event during the season.  
Scoring a 9.0 on any event or a 35.0 All Around at League Finals.  
Placing 1<sup>st</sup> – 4<sup>th</sup> place on any event or All-Around at League Finals.
- D. Minimum Number of Meets to Compete in CIF  
According to the CIF Bulletin a gymnast must compete in seven (7) meets before CIF.  
A gymnast must also compete once before the midpoint of the season.  
A gymnast must practice with her team five (5) times before competing in her first meet.
- E.. Coach's Responsibilities:  
1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.  
2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.  
3. Each coach should maintain individual records on his/her own team members.  
4. The head coach, or his/her designee, will attend the preseason organizational and postseason All-Conference meetings.
- F. Gymnastics Chairperson:  
As designated in the Conference Responsibilities Schedule shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.

## VIII. LACROSSE

The Grossmont Athletic Conference has established a league for the sport of lacrosse in both boys' and girls' competition. All Grossmont District schools that wish to participate are included in the league. Each year the conference will determine whether to allow non-district schools to participate in the league.

- A. General Rules and Regulations:  
1. All lacrosse competition in the Grossmont Conference will be conducted under National Federation and C.I.F. San Diego Section rules unless otherwise provided herein.  
2. Game Details:  
a. Time:  
Game times will vary depending upon field availability.
- B. Coach's Responsibilities:  
1. The host school and coach will be responsible for proper set up of equipment and preparation of facilities.  
2. The host school will report results to the news media, , however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.  
3. Each coach should maintain individual records on his/her own team members.  
4. The head coach, or his designee, will attend the preseason organizational and postseason All-Conference meetings.

- C. Lacrosse Chairperson: As designated in the Conference Responsibilities Schedule, shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.

## IX. SOCCER

### A. General Rules and Regulations:

1. All soccer competition in the Grossmont Conference will be conducted under National Federation and C.I.F., San Diego Section rules unless otherwise provided herein.
2. Scheduling Priorities:
  - a. Conference soccer games are not to be originally scheduled for more than two (2) a week.
  - b. Postponement Of Game: (Refer to Section II, By-Laws, Article VI, Item IV.)
3. Time And Place Of Games:
  - a. Varsity games will be started in accordance with the approved time schedule in accordance with the schedule listed in Appendix K. If a game is to be played at night, then it shall comply with established district night game policy. That night game shall start no later than 7:30 p.m.
  - b. The game site will be selected by the Conference for all conference games. All other game sites will be determined by the home team.
4. Uniforms: Soccer uniforms will conform with the recommended STANDARD for Varsity players as shown in the NFHS Soccer Rules Book.
5. Field Supervision: Spectators are to be in the bleachers. Unauthorized persons are not allowed on the field or the sidelines.
6. Goal Standards: Each school shall meet the requirements of the NFRB Soccer Book. All schools shall have approved soccer nets for their standards. Soccer goal standards shall be properly affixed to prevent movement during game.

### B. Coach's Responsibilities:

1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.
3. Each coach should maintain individual records on his/her own team members.
4. The head coach or his/her designee will attend the preseason organizational and postseason All-Conference meetings.

- C. Soccer Chairperson: As designated in the Conference Responsibilities Schedule shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.

## X. SOFTBALL

### A. General Rules and Regulations:

1. All softball competition in the Grossmont Conference will be conducted under National Federation and C.I.F. - San Diego Section rules unless otherwise provided herein.

2. Competition will be held for Varsity and Junior Varsity teams.
  3. Each school shall pay for two (2) Varsity officials and one (1) Junior Varsity official for home games. Officials will be scheduled by the assignment secretary.
  4. Batting practice will follow the CIF regulations except for use of batting cages and/or pitching machines, which will not be allowed on the day of the game. (Opens up for underhand pitching with wiffle balls.)
  5. Except for rules stated above, the National Federation Softball Rules will be in effect.
  6. A team member on the Junior Varsity may move up to Varsity competition during the same week (Monday through Saturday); however, a Varsity player may not play Junior Varsity during the same week (Monday through Saturday).
  7. Postponement Of Game: (Refer to Section II, By-Laws, Article VI, Item IV.)
  8. Tied games will not be played off if terminated due to darkness or after the regulation time due to unplayable conditions.
  9. Intraconference play, prior to the start of league games, will be treated as a tournament for the purpose of accumulating points towards the C.I.F. limit.
- B. Coach's Responsibilities:
1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
  2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases..
  3. Each coach should maintain individual records on his/her own team members.
  4. The head coach or his/her designee will attend the preseason organizational and postseason All-Conference meetings.
- C. Softball Chairperson: As designated in the Conference Responsibilities Schedule shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.

## XI. SWIMMING AND DIVING

- A. General Rules and Regulations:
1. All swimming and diving competition in the Grossmont Conference will be conducted under National Federation and C.I.F., San Diego Section rules unless otherwise provided herein.
  2. There will be Conference competition in Varsity and Junior Varsity. C.I.F. postseason playoff competition is held for Varsity only.
  3. A single round robin schedule shall be held for Conference meets.
  4. The host school shall be responsible for securing officials and readying the site facilities.
  5. An athlete will be permitted to participate in either:
    - a. Two (2) individual events and one (1) relay, or
    - b. Two (2) relays and one (1) individual event.
    - c. Diving is considered an individual event.
  6. Meets shall be held in accordance with the schedule listed in Appendix K, unless changed prior to meet time by mutual agreement of the coaches and

administrators.

7. All meets shall be completed unless weather is life-threatening as determined by the officials.

B. Conference Finals:

1. Conference Finals will be hosted as published in the Grossmont Conference's Schedule booklet. (Refer to Appendix B-1.)
2. Officials (Conference Finals Meet):
  - a. Starter, two (2) - Officials' Association
  - b. Diving Referee, one (1)
  - c. Clerk of Course, one (1)
  - d. Timers, three (3) per lane - usually 18 total
  - e. Announcer, one (1).

C. Coach's Responsibilities:

1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases..
3. Each coach should maintain individual records on his/her own team members.
4. The head coach, or his designee, will attend the preseason organizational and postseason All-Conference meetings.

- D. Swimming Chairperson: As designated in the Conference Responsibilities Schedule, shall conduct a preseason organizational meeting of **all** coaches and shall call an All-League selection meeting at the end of the season. See Appendix N for a recommended agenda.

## XII. TENNIS

A. General Rules and Regulations:

1. All tennis competition in the Grossmont Conference will be conducted under current United States Tennis Association and C.I.F., San Diego Section rules unless otherwise provided herein.
2. Match competition in Varsity and Junior Varsity will consist of three (3) singles players and three (3) double teams. Each singles player will play one set with each of the opposing singles players and each doubles team will play one set with each of the opposing doubles teams.
3. The players from both schools must report to their coach at the completion of each set and be available when called for the next assigned set.
4. Scoring: One point will be awarded for set one. The seven (7) point tie breaker will be used to decide the winner of a set tied at 6 - 6.
5. Match-Ties: In the event of a tie at the end of the contest, the team winning the most games of singles and doubles will be declared the winner. If a tie still exists, sets won in doubles would determine the winning team.
6. Defaults: All defaults must be taken at the bottom of the list, i.e., a default by the first doubles team moves all teams up and the default is taken by the third doubles team.
7. Tennis Balls: The home school shall furnish new tennis balls for each Varsity match. The Junior Varsity may use practice balls.
8. Practice Time: Both teams shall be allowed a 20 minute warm-up period.
9. Court Assignment: The home coach shall be responsible for assigning courts

for play, with all Varsity matches being played first. Junior Varsity matches shall be assigned as courts become available.

10. Postponement of Match: (Refer to Section II, The By-Laws, Article VI, Item IV.)
  11. Participation: No player may compete in both singles and doubles in same match. No player may advance to Conference or C.I.F. playoffs without having participated in at least one-half of the Conference contests. Players not participating in at least one-half of the Conference contests may advance if they were team members in good standing or, if there are clear and reasonable extenuating circumstances.
  12. Match Conduct: When the match begins only the participants and the coaches from the two schools will be allowed on the courts. All others will remain outside the courts. Coaching may take place when players are changing ends of the court, but not during actual play.
  13. Ojai Tournament: Rescheduling of boys' matches by mutual consent of opponents will be allowed, if a match conflicts with the Ojai Tournament.
- B. Coach's Responsibilities:
1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
  2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases..
  3. Each coach should maintain individual records on his/her own team.
  4. The head coach, or his designee, will attend the preseason organizational and postseason All-Conference meetings.
- C. Tennis Chairperson: As designated in the Conference Responsibilities Schedule shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.
- D. Selecting C.I.F. Team playoff representative:
1. League Champion – In the case of a tie for the league championship,
    - a. The tennis coaches from the league with the tie determine their C.I.F. playoff representative.
    - b. If needed coaches from the other league provide input to help make the decision.
    - c. If a clear decision cannot be reached, the coaches will conduct a coin flip to determine the C.I.F. representative .
    - d. Coin flip guidelines
      1. Two-Way Tie: a coach from a neutral team (one not involved in the outcome of the coin toss) will flip the coin. In even years the school listed first alphabetically makes the call. In odd years the school listed second alphabetically makes the call.
      2. Three-Way Tie: each coach/designee flips a coin, odd one out is the C.I.F. representative.

### XIII. TRACK AND FIELD

- A. General Rules and Regulation:
1. All track and field competition in the Grossmont Conference will be conducted under National Federation and C.I.F., San Diego Section rules unless otherwise provided herein.
  2. A dual-meet format will be used in Conference competition.

3. Recommended Starting Time (refer to Appendix K):
    - a. Field events - 4:00 p.m.
    - b. Track events - 4:00 p.m.
  4. Entries (Per Dual-Meets):
    - a. Varsity (Boys and Girls):
      1. Four (4) entries per event, except when additional lanes are available.
      2. Unlimited number. One team must be designated scoring.
    - b. Junior Varsity (Boys and Girls):
      1. Unlimited number of entries for scratch start races. Top three (3) in race score.
      2. Fill all available lanes in races run in lanes. Top three (3) in race score.
      3. Five (5) entries per field event or per coaches agreement. Top three (3) score.
    - c. Entries close before the start of the second running event or at such time as the starter takes the entry cards and official entries from each coach. No student shall be entered in a new event after such time as stated above.
  5. Participation: The boys and girls Varsity and Junior Varsity will participate in the same events.
  6. Officials: These shall be faculty members or responsible adults.
    - a. Number of officials needed to run home Conference meet:
      1. Starter - San Diego Officials Association
      2. Clerk of Course - one (1)
      3. Head Finish Judge - one (1)
      4. Head Timer - one (1)
      5. Timers - three (3)
      6. Judges - three (3)
      7. Public Address - one (1)
      8. Field Events - nine (9)
      9. Turn Judges - two (2)

Total of twenty-one (21) faculty members or responsible adults. There will be one faculty member or responsible adult, as Head Official at each field event station.
  7. Spectators: Position of spectators should be in the bleachers or in assigned areas at all times.
  8. Conference Preliminaries and Finals:
    - a. Host school list for Conference preliminaries and finals is published yearly with athletic schedules.
    - b. The designated school shall be responsible for meet management and seeding of the schools.
    - c. Each Conference member school is to supply faculty or adult supervision as requested by the host school.
- B. Coach's Responsibilities:
1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
  2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.
  3. Each coach should maintain individual records on his/her own team.

4. The head coach, or his designee, will attend the preseason organizational and postseason All-Conference meetings.
- C. Track and Field Chairperson: As designated in the Conference Responsibilities Schedule shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.

#### XIV. VOLLEYBALL

- A. General Rules and Regulations:
  1. All volleyball competition in the Grossmont Conference will be conducted under National Federation and C.I.F., San Diego Section rules unless otherwise provided herein.
  2. Competition shall be held for Varsity, Junior Varsity, and Frosh teams.
- B. Coach's Responsibilities:
  1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
  2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.
  3. Each coach should maintain individual records on his/her own team.
  4. The head coach, or his designee, will attend the preseason organizational and postseason All-Conference meetings.
- C. Volleyball Chairperson: As designated in the Conference Responsibilities Schedule shall conduct a preseason organizational meeting of all coaches and call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.
- D. Ties: For CIF-SDS seeding purposes, the winner of a two-way tie will be who won the second time through the rotation; the winner of a three-way tie will be determined by a coin toss.

#### XV. WATER POLO

- A. General Rules and Regulations:
  1. All water polo competition in the Grossmont Conference will be conducted under National Federation and C.I.F., San Diego Section rules unless otherwise provided herein.
- B. Coach's Responsibilities:
  1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
  2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.
  3. Each coach should maintain individual records on their (his/her) team.
  4. The head coach, or his designee, will attend the preseason organizational and postseason All-League meetings.
- C. Water Polo Chairperson: As designated in the Conference Responsibilities Schedule, shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.

#### XVI. WRESTLING



A. General Rules and Regulations:

1. All wrestling competition in the Grossmont Conference will be conducted under National Federation and C.I.F., San Diego Section rules unless otherwise provided herein.
2. Conference competition will be held for Varsity and Junior Varsity teams.
3. At the Grossmont Conference Finals, and during Grossmont North/South league competition, seniors will not be allowed to wrestle at the Junior Varsity level. (Conference Minutes of March 16, 1993 - Item #5.)
4. Weigh-In Procedures:
  - a. C.I.F. - San Diego Section rules will govern weigh-in procedures.
  - b. Contestants shall weigh-in a maximum of one hour and a minimum of one-half hour prior to the scheduled starting time of the meet. The starting time of the meet will be defined as the scheduled starting time of the preliminary meet if it is followed by the Varsity meet.
  - c. Weigh-in will start one hour prior to the scheduled starting time of the meet. If the visiting team is not present, the home team may weigh-in in the presence of:
    1. The certified official who will officiate the meet,
    2. The local principal or assistant principal.When all contestants weigh-in together it may be in the presence of both coaches with the certificated official or weight assessor.
  - d. Scales will close one-half hour prior to the scheduled starting time of the meet, with the exception that if the weigh-in started on time and circumstances caused them to continue beyond the one-half hour limit, those contestants who have not weighed-in will have one and only one opportunity to weigh-in for their weight class.
  - e. Other circumstances that would cause weigh-in time to be extended beyond the one-half hour time limit must be clarified by an administrator from each of the two schools. If extension of the time is allowed, each contestant to be weighed would have one and only one opportunity on the scales.
  - f. Departure time for the bus will be a minimum of one hour and 30 minutes prior to the scheduled starting time of the match.
5. Time Of Matches:
  - a. Conference wrestling matches will be conducted according to the Conference schedule. Meet date or time may be changed if agreed to by the principals of the schools involved.
  - b. Junior Varsity and Varsity matches will begin in accordance with the schedule listed in Appendix K.
6. Length of Matches:
  - a. Varsity matches will consist of three, 2-minute periods with the possibility of overtime in accordance with the NFHS Rules Book.
  - b. Junior Varsity matches will consist of three periods, a one (1) minute period followed by two, 2-minute periods with the possibility of overtime in accordance with the NFHS Rules Book.
7. Weight Classifications: The Conference will adhere to C.I.F., San Diego Section Classifications. The Junior Varsity level will consist of an additional 103 light classification. (Refer to Appendix H.)
8. Spectators:
  - a. Spectators will remain in the stands.
  - b. A total of six statisticians or managers/pep squads will be admitted

- "free" to all away matches.
- c. The home team is responsible for controlling the number of managers/pep squads necessary to conduct the meet.
  - d. Cheerleaders must be off the protective mat during matches.
  - e. Managers are allowed on the edge of the mat during competition.
9. Scorers and Timers: A certificated faculty member, experienced instructional aide, or teacher aide, from the host school, shall serve as timer.
- B. Coach's Responsibilities:
1. The host school and coach will be responsible for the proper set up of equipment and preparation of facilities.
  2. The host school will report results to the news media, however, it is advisable that both teams contact the media and report results that reflect and insure accurate statistics, details, and names from both the home and visiting teams to be included in the next day's news stories and press releases.
  3. Each coach should maintain individual records on his/her own team.
  4. The head coach or his designee will attend the preseason organizational and postseason All-Conference meetings.
- C. Wrestling Chairperson: As designated in the Conference Responsibilities Schedule, shall conduct a preseason organizational meeting of all coaches and shall call an All-Conference selection meeting at the end of the season. See Appendix N for a recommended agenda.

## SECTION V

### VIOLATION PENALTIES AND APPEALS PROCEDURES

#### I. PENALTY FOR USE OF INELIGIBLE ATHLETE

San Diego Section students who compete for their school in C.I.F. interscholastic scrimmages or contests, while ineligible due to violations of C.I.F. or C.I.F., San Diego Section rules, cause the following mandatory penalties:

- A. Team Sports: Baseball, basketball, field hockey, football, lacrosse, soccer, volleyball, water polo, and softball: forfeiture of contest(s).
- B. Individual Sports: Cross-country, golf, gymnastics, swimming and diving, tennis, track and field, and wrestling: forfeiture of points and awards earned by ineligible athlete (including relay teams and doubles teams) and ineligibility of team for championship, runner-up, or third-place team awards in the contest(s) involved.
  1. Conference contests: Forfeiture of points earned by ineligible athletes (includes relay teams and doubles teams). Penalized team could still win the contest.
  2. In Tournaments/Invitationals players forfeiture of points and awards earned by ineligible athlete (including relay teams and doubles teams) and ineligibility of team for championship, runner-up, or third place team awards.

#### II. PENALTIES FOR OTHER VIOLATIONS OF CONFERENCE AND C.I.F. CONSTITUTION, BY-LAWS, AND REGULATIONS

- A. Every violation of a Conference or C.I.F. Regulation will carry a mandatory penalty restricting competition for Conference or C.I.F. honors. The penalty or penalties imposed must be a selection from the following stated penalties (arranged on a continuum from least severe to most severe):
  1. Suspension of the head coach for one or more weeks (12:01 a.m. Saturday to 11:59 p.m. Friday), to include no involvement in preparation, practice and contest(s) during the period of the suspension. Other coaching penalties may be considered.
  2. Forfeiture of one or more games for the involved sport for the season in which the violation occurs.
  3. Forfeiture of all games for the involved sport for the season in which the violation occurs.
  4. Forfeiture of all games for the involved sport for the current season and forfeiture of one or more games the following year.
  5. Forfeiture of all games for the sport involved for two (2) or more seasons.
- B. In addition to the imposition of one of the above penalties, Grossmont teams found to be in violation of a Conference or C.I.F. Regulation may not be permitted to compete, either as a team or as individuals, in C.I.F. playoffs.
- C. An appeal may be initiated by the site principal.
- D. In the event that a coach's action is the sole cause of the violation, the coach involved has the option of resigning his coaching position in lieu of accepting one of the above stated penalties.
- E. **Undue Influence, CIF Bylaw 510**  
(URL: <http://www.cifsds.org/pdf/GreenBook.pdf>)
- F. In addition to the above from *C.I.F.* regarding **undue influence**, the following will also apply:
  1. Until a student has had an official (through inter-, intra-, or choice)

documentation of athletic eligibility, **no coach**, at any time, **shall approach** \* the student about participation in the coach's program at his/her school. General information regarding the extracurricular athletic programs should be distributed by the counseling office. It is very important that coaches not make contact with middle school students. (\***Approach shall be defined as either verbally, through a second party, or in writing.**)

2. **Recommended Consequences:** After the conclusion of the appropriate investigative process, the following consequences are recommended for violation of nonrecruitment policy:
  - a. **First Offense:** Letter of reprimand in file and one week suspension from coaching responsibilities/duties.
  - b. **Second Offense:** Dismissal from coaching assignment.

#### IV COMPLAINT PROCEDURES AGAINST COACHES

- A. Signed letter from officials, other coach, athlete, administrator, or other legitimate complainant to principal concerned, with copies to school district and CIF - San Diego Section Commissioner.
- B. Principal investigates charge, takes action deemed appropriate, and sends written report of findings and any action taken to the C.I.F. Commissioner.
- C. The C.I.F. Commissioner reviews reports and either accepts them and sends letter to complainant or discusses the matter with principal regarding further action.
- D. If the C.I.F. Commissioner and principal cannot agree on action taken or to be taken, the C.I.F. Ethics Committee is convened to review case.
- E. The C.I.F. Ethics Committee either accepts previous action of principal or makes a recommendation for further action to the Board of Managers.

#### IV. COMPLAINT PROCEDURES AGAINST OFFICIALS

Reference the HSSOC Handbook (URL: <http://www.cifsds.org/pdf/hssoc.pdf>).

#### V. PROTEST PROCEDURE

- A. Written protests must be received by the Conference President or his/her designee by 3:00 p.m. of the next school day following the contest and must be signed by the Head Coach and by the Assistant Principal for Athletics or Principal of the participating school. Such protests must be based upon an alleged violation of a Grossmont Conference, C.I.F. - S.D.S., or official sport rule, or an alleged error in rule application. Protests may not be made if based upon judgment decisions.
- B. Upon receipt of the written protest the Conference President shall determine if the protest warrants further investigation. If the President determines that further investigation is warranted, he/she will appoint a three (3) person committee, from impartial Grossmont Conference schools, and designate one (1) as chairperson. This committee will be appointed on or before the second day following receipt of the written protest by the President.
- C. The committee will investigate the grounds for the protest and provide an opportunity for all officially affected parties to appear before the committee at a hearing and/or to submit to the committee a written declaration. The hearing and declarations shall be held and due, respectively, at the discretion of the committee.
- D. The committee will render a written decision to the Conference President within five (5) school days from the day of formation of the committee. Should the protest require a decision prior to the above time frame, for playoff purposes, the President shall adjust the schedule and conditions accordingly. The decision of the committee shall represent final Grossmont Conference action. An appeal may be made to the C.I.F. - S.D.S. in accordance with the C.I.F. - S.D.S. Protest and

Appeals Procedure (ref. *CIFSDS Green Book, Policies & Procedures*, URL: <http://www.cifsds.org/pdf/Policies-and-Procedures.pdf>).

VI. APPEALS PROCEDURE REGARDING C.I.F. PLAY-OFF PARTICIPATION

- A. Upon notification of the implementation of a penalty, the principal of an affected school may submit an appeal to the Conference president. The appeal must be in writing and submitted within 48 hours of the Conference penalty decision.
- B. The President of the Grossmont Conference will, within one school day of receipt of an appeal, convene a standing appeals committee consisting of the Conference President, one Assistant Principal, one Athletic Director and the Conference C.I.F. Coordinating Council Representative(s). No individual shall serve on the hearing panel who is directly associated with schools involved in the matter under consideration.
- C. The appeals committee will investigate the grounds for the appeal and provide an opportunity for all affected school officials to appear before the committee at a hearing and/or to submit to the committee a written declaration.
- D. The Grossmont Conference Appeals Committee, through the office of the Conference President, will render a written decision on the appeal at the conclusion of the hearing.

## SECTION VI

### APPENDIX A

#### SPORTS ADMISSION FEE SCHEDULE

2010-2011

##### VARSITY FOOTBALL

<u>Tickets</u>	<u>Admission</u>
Students (ages 6 – 13)	\$3.00
Adults	\$7.00
Visiting students at the gate w/ASB card	\$3.00
Visiting students at the gate w/o ASB card	\$7.00
Home students	Free with ASB Card
Senior Citizens (60 and older)	\$3.00
Age 5 and under	Free

**Volleyball, Basketball, and Wrestling,  
All other Varsity sports that charge admission,  
League finals for most sports**

<u>Tickets</u>	<u>Admission</u>
No pre-sale	
Visiting students at the gate with ASB Card	\$2.00
Adults	\$4.00
Home school students with ASB Card	Free
Age 5 and under	Free
Students (ages 6 – 13)	\$2.00
Students without an ASB Card	\$4.00
Senior Citizens (60 and older)	\$2.00

Revised 8/28/09

**PERMANENT  
ATHLETIC CONFERENCE RESPONSIBILITIES**

<b><u>SCHOOL</u></b>	<b><u>SPORT</u></b>
Grossmont	Boys' & Girls' Swimming & Diving
Helix	Boys' & Girls' Golf
El Cajon Valley	Gymnastics
Mount Miguel	Boys' & Girls' Soccer
El Capitan	Wrestling Girls' Water Polo
Granite Hills	Baseball & Softball *Lacrosse
Monte Vista	Boys' & Girls' Basketball
Santana	Boys' & Girls' Tennis *Field Hockey
Valhalla	Football Boys' Water Polo
West Hills	Boys' & Girls' Volleyball
Steele Canyon	Boys' & Girls' Cross Country Boys' & Girls' Track

\*Club Sport

The Conference representatives will approve sites for all Prelims and Finals as requested by the school assigned the responsibility of such sports conducting these events. Upon determination by the Conference of multiple sites, the school responsible for the sport will submit a request to the Conference identifying the sites.

In addition, the assistant principal or head coach of the designated school is responsible for calling a preseason organizational meeting and a postseason All-Conference and evaluation meeting. (Refer to Section II, The By-Laws Article VIII.) Also, refer to Appendix M for recommended agenda.

Revised: 5/15/07

**GROSSMONT CONFERENCE TRACK AWARDS**  
**BOYS' & GIRLS'**

<u>EVENT</u>	<u>PLACE</u>	<u>MEDALS</u>	<u>TOTAL</u>
100	Valley 1 2 3 Hills 1 2 3	2 each	12
200	Valley 1 2 3 Hills 1 2 3	2 each	12
400	Valley 1 2 3 Hills 1 2 3	2 each	12
800	Valley 1 2 3 Hills 1 2 3	2 each	12
1600	Valley 1 2 3 Hills 1 2 3	2 each	12
3200	Valley 1 2 3 Hills 1 2 3	2 each	12
100/110 HH	Valley 1 2 3 Hills 1 2 3	2 each	12
300 LH/IH	Valley 1 2 3 Hills 1 2 3	2 each	12
Pole Vault	Valley 1 2 3 Hills 1 2 3	2 each	12
	Valley 1 2 3 Hills 1 2 3	2 each	12
Discus	Valley 1 2 3 Hills 1 2 3	2 each	12
Shot Put	Valley 1 2 3 Hills 1 2 3	2 each	12
Long Jump	Valley 1 2 3 Hills 1 2 3	2 each	12
High Jump	Valley 1 2 3 Hills 1 2 3	2 each	12
Triple Jump	Valley 1 2 3 Hills 1 2 3	2 each	12
400 Relay	Valley 1 2 3 Hills 1 2 3	8 each	48
1600 Relay	Valley 1 2 3 Hills 1 2 3	8 each	48

1 <sup>st</sup> Place Medals	92
2 <sup>nd</sup> Place Medals	92
3 <sup>rd</sup> Place Medals	<u>92</u>

TOTAL MEDALS (138 Boys' Medals & 138 Girls' Medals) 276



APPENDIX D

**GROSSMONT CONFERENCE CROSS-COUNTRY AWARDS**

	<u>VALLEY</u>	<u>HILLS</u>	<u>TOTAL</u>
BOYS' VARSITY	1 - 10	1 - 10	20
GIRLS' VARSITY	1 - 10	1 - 10	20

1 <sup>st</sup> Place Medals	4
2 <sup>nd</sup> Place Medals	4
3 <sup>rd</sup> Place Medals	4
4 <sup>th</sup> Place Medals	4
5 <sup>th</sup> Place Medals	4
6 <sup>th</sup> Place Medals	4
7 <sup>th</sup> Place Medals	4
8 <sup>th</sup> Place Medals	4
9 <sup>th</sup> Place Medals	4
10 <sup>th</sup> Place Medals	4

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TOTAL MEDALS (20 Boys' Medals & 20 Girls' Medals) 40

APPENDIX E

**GROSSMONT CONFERENCE SWIMMING & DIVING AWARDS**

**BOYS' & GIRLS'**

	<b><u>EVENT</u></b>	<b><u>PLACE</u></b>	<b><u>Boys'</u></b>		<b><u>Girls'</u></b>		<b><u>TOTAL</u></b>
			<b>Valley</b>	<b>Hills</b>	<b>Valley</b>	<b>Hills</b>	
1.	Varsity Medley Relay	1-2-3	12	12	12	12	48
2.	Varsity 200 Free	1-2-3	3	3	3	3	12
3.	Varsity 200 IM	1-2-3	3	3	3	3	12
4.	Varsity 50 Free	1-2-3	3	3	3	3	12
5.	Varsity Dive	1-2-3	3	3	3	3	12
6.	Varsity 100 Butterfly	1-2-3	3	3	3	3	12
7.	Varsity 100 Free	1-2-3	3	3	3	3	12
8.	Varsity 500 Free	1-2-3	3	3	3	3	12
9.	Varsity 100 Back	1-2-3	3	3	3	3	12
10.	Varsity 100 Breaststroke	1-2-3	3	3	3	3	12
11.	Varsity 200 Free Relay	1-2-3	12	12	12	12	48
12.	Varsity 400 Free Relay	1-2-3	12	12	12	12	48
			63	63	63	63	252
					1 <sup>st</sup> Place Medals		84
					2 <sup>nd</sup> Place Medals		84
					3 <sup>rd</sup> Place Medals		84
TOTAL MEDALS (126 Boys' Medals & 126 Girls' Medals)							252

APPENDIX F

**GROSSMONT CONFERENCE TENNIS AWARDS**

<u>VALLEY</u>	<u>HILLS</u>	<u>TOTAL</u>
 <u>BOYS' SINGLES</u>		
1 2 3 (3 medals)	1 2 3 (3 medals)	6
 <u>BOYS' DOUBLES</u>		
1 2 3    3 x 2 (6 medals)	1 2 3    3 x 2 (6 medals)	12
 <u>GIRLS' SINGLES</u>		
1 2 3 (3 medals)	1 2 3 (3 medals)	6
 <u>GIRLS' DOUBLES</u>		
1 2 3    3 x 2 (6 medals)	1 2 3    3 x 2 (6 medals)	12
<hr/>		
	1 <sup>st</sup> Place Medals	12
	2 <sup>nd</sup> Place Medals	12
	3 <sup>rd</sup> Place Medals	<u>12</u>
TOTAL MEDALS (18 Boys' Medals & 18 Girls' Medals)		36

APPENDIX G

**GROSSMONT CONFERENCE GYMNASTICS AWARDS**

		<b><u>Varsity</u></b>		
		<b><u>Valley</u></b>	<b><u>Hills</u></b>	<b><u>TOTAL</u></b>
OPTIONAL:				
1.	Balance Beam	1 2 3 4	1 2 3 4	8
2.	Uneven Bars	1 2 3 4	1 2 3 4	8
3.	Floor Exercise	1 2 3 4	1 2 3 4	8
4.	Vault	1 2 3 4	1 2 3 4	8
5.	All Around	1 2 3 4	1 2 3 4	8
COMPULSORY:				
1.	Balance Beam	1 2 3 4	1 2 3 4	8
2.	Uneven Bars	1 2 3 4	1 2 3 4	8
3.	Floor Exercise	1 2 3 4	1 2 3 4	8
4.	Vault	1 2 3 4	1 2 3 4	8
5.	All Around	1 2 3 4	1 2 3 4	8
				80
				20
				20
				20
				<u>20</u>
TOTAL MEDALS				80

APPENDIX H

**GROSSMONT CONFERENCE WRESTLING AWARDS**

<u>WEIGHT</u>	<u>VARSITY</u>	<u>TOTAL</u>
103 lbs.	1 -2 -3 -4	4
112 lbs.	1 -2 -3 -4	4
119 lbs.	1 -2 -3 -4	4
125 lbs.	1 -2 -3 -4	4
130 lbs.	1 -2 -3 -4	4
135 lbs.	1 -2 -3 -4	4
140 lbs.	1 -2 -3 -4	4
145 lbs.	1- 2 -3 -4	4
152 lbs.	1 -2 -3 -4	4
160 lbs.	1 -2 -3 -4	4
171 lbs.	1 -2 -3 -4	4
189 lbs.	1 -2 -3 -4	4
215 lbs.	1 -2 -3 -4	4
275 lbs.	1 -2 -3 -4	4
<hr/>		
1 <sup>st</sup> Place Medals		14
2 <sup>nd</sup> Place Medals		14
3 <sup>rd</sup> Place Medals		14
4 <sup>th</sup> Place Medals		<u>14</u>
TOTAL MEDALS		56

APPENDIX I

**GROSSMONT CONFERENCE ATHLETIC SCHEDULES**

Reference GUHSD website URL: <http://www.guhsd.net/index.php/athletics> .

## APPENDIX I

### **BREITBARD SELECTION CRITERIA**

Reference *CIFSDS Green Book, Policies & Procedures*, “Authorized Awards for CIFSDS Competition,” Regulation 804.1 & 804.2 (URL: <http://www.cifsd.org/pdf/Policies-and-Procedures.pdf>).

The San Diego Hall of Champions has been authorized to serve as the organization responsible for selection of “All CIF-San Diego Section” teams and for presentation of Breitbard Athletic Award Certificates to All-League, All-Division, and All CIF-San Diego Section selections in the various sports.

## APPENDIX K

### ATHLETIC CONFERENCE STARTING TIMES

The following regulations have been developed, adopted, and revised at Principals Council meetings over a period of time.

1. Football:

- A. Starting times for Freshmen football games will be on Thursdays at 5:15 p.m. Early starting schools may, by written mutual agreement of the two principals, agree to play earlier. Exceptions with Thursday can occur due to a holiday or out of conference games. It is important to emphasize that in taking such action the home school principals will be responsible for notifying the officials association of the earlier starting time.
- B. Kickoff time for Varsity football games is 7:00 p.m., with the exception of El Cajon Valley home games which start at 6:30 p.m.
- C. The Junior Varsity kickoff is 4:30 p.m. , with the exception of El Cajon Valley home games which start at 4:15 p.m.
- D. The “no crossover” rule for all students (including band members) will be emphasized during the course of football games.
- E. Cheerleaders may “crossover” one time for a combined squad cheer with the direct supervision of both schools’ cheer advisors.

2. Boys’ & Girls’ Basketball Games:

- A. Boys’/Girls’ Junior Varsity and Varsity basketball games will be scheduled for Tuesday and Friday. Exceptions occur during non-league games.
- B. Tuesday/Wednesday boys’ games will be at one site and girls’ games will be at the opposite site. The starting time for the first game will be 4:30 p.m. with the second game beginning at 6:00 p.m. The Grossmont Conference Constitution and previous Principals Council decisions provide the option for early starting schools to agree to play earlier based upon prior written mutual agreement by the principals of the two schools. It is important to emphasize that in taking such action the home school principal will be responsible for notifying the officials association of the earlier starting time.
- C. Thursday/Friday Varsity games will be at one site and Junior Varsity games at the opposite site. The girls’ Junior Varsity game will begin at 4:00 p.m. with the boys’ Junior Varsity beginning at 5:30 p.m. The girls’ Varsity game will begin at 5:30 p.m. with the boys’ Varsity games to begin at 7:00 p.m.
- D. Admission will be charged for the doubleheader basketball games.

3. Wrestling:

- A. Wrestling will be held on Thursday evening. The Junior Varsity match will begin at 5:30 p.m. with the Varsity match to begin 20 minutes after the completion of the Junior Varsity match but not earlier than 6:30 p.m. No exhibitions will be allowed.
- B. Admissions will be charged for the Junior Varsity/Varsity Wrestling matches.



APPENDIX K  
(Continued)

4. Boys' Baseball and Girls' Softball:
  - A. All contests will begin at 3:30 p.m. prior to daylight savings time and 4:00 p.m. after daylight savings time; with the boys' Junior Varsity/Varsity baseball games playing at opposite sites from the girls' Junior Varsity/Varsity softball games. Boys'/Girls' swimming/diving meets will be held at the same site. Refer to the current year league schedule for exceptions.
  - B. The only exception to this practice is that it is necessary for the girls' Junior Varsity/Varsity softball teams to be at opposite sites when their Varsity teams are scheduled to be at El Cajon Valley High School.
5. All gymnastics meets will begin at 4:30 p.m.
6. Boys' & Girls' Soccer:  
Boys'/Girls' Varsity soccer contests will begin at 4:30 p.m. and Junior Varsity will begin at 6:30 p.m.
7. All Swimming & Diving meets will begin at 4:30 p.m.

APPENDIX L

**ETHICS IN SPORTS (COACH)**

Form can be found at CIFSDS website (URL: <http://www.cifsd.org/ethics-forms.asp>).

APPENDIX M

**ETHICS IN SPORTS (ATHLETE-PARENT/GUARDIAN/CAREGIVER)**

Form can be found at CIFSDS website (URL: <http://www.cifsd.org/ethics-forms.asp>).

## APPENDIX N

### **RECOMMENDED ADVISORY COUNCIL AGENDA**

The following recommended generic agenda was submitted to and approved by the Grossmont Conference at the May 16, 1995, meeting.

**PURPOSE:**

Advisory Councils are designed to act as a liaison between schools and the Athletic Conference. Councils may submit suggestions and/or recommendations to the Conference (via Athletic Directors or Assistant Principals for Athletics) regarding league schedules, individual and team sportsmanship, By-Laws, and/or Rules and Regulations that pertain to specific sports.

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The following **topics** are provided as items that should be reviewed at **pre- and post-season meetings** that are hosted by the school responsible for the sport:

- Pre- and post-season meeting dates  
(Agenda to be distributed ten [10] days prior to meeting date.)
- Potential schedule conflicts.
- Review of CIF rules.
- Review of Conference eligibility (rules: including residence and academic requirements).
- Distribute minutes of pre- and post-season meetings to all Athletic Directors and to the President of the Grossmont Conference.
- Select Valley League and Hills League representatives.
- Next Year's Schedule (Discuss/Prepare)