



**CITY CONFERENCE MINUTES  
ATHLETIC DIRECTORS & ADMIN DESIGNEES  
TUESDAY, JANUARY 8, 2019 – 8:30 AM  
SERRA HIGH SCHOOL, LIBRARY/MEDIA CENTER**

**PRELIMINARY FUNCTIONS.....(ITEMS 1-3)**

CALL TO ORDER .....Scott Giusti, President  
Meeting was called to order at 8:29 AM

SDCC MEMBERS PRESENT: .....Listed by sign-in order  
A. Koczon, D. Smola, D. Beezer, E. Williams, M. Diaz, R. Nixon, K. Butcher, J. Babineau, V. Stahley, J. Sachs, P. Conway, T. Meeks, D. Fai, D. Phillips, R. Peters, R. Jackson, E. Sullivan, R. Lardizabal, J. Palacios, E. Leszynski, T. McNair, M. Shin, A. Gonzalez, C. Clark, A. Van Heuven, K. Lowry, J. Blied, T. Wilson, R. Parra, J. Pisapia, M. Stephenson, A. Villalobos, D. Asuncion, S. Giusti, S. Seiders and S. Garibay

Schools not in attendance: Francis Parker, Gompers Prep, LJ Country Day, Santa Fe Christian and Torrey Pines

1. CIF Message .....CIFSDS Representative
  - a. Brief review of items from Coordinating Council
    - CIF Coordinating Council items were reviewed by S. Giusti.
    - Continuation school eligibility proposal still needs to go through the Board of Managers.
    - Enrollment Factor proposal was approved.
    - The 2019-20 master calendar is now available on the CIF website but be aware that it is a draft and is subject to change.
    - Winter schedules and scores, email with information was sent on January 5<sup>th</sup> with the due date that has been extended to Jan 12<sup>th</sup>. Please enter all schedules by this date.
    - CIF was requesting to enter CBED numbers on CIF. San Diego Unified School District enrollment numbers are not certified until January 18<sup>th</sup>. S. Giusti will submit the district numbers to CIF.
    - The CIF fee increase for San Diego Unified School District has not yet been approved by the CIF Executive Board and Board of Managers.
    - If you are a non-San Diego Unified District school, reach out to S. Giusti with questions.
  
2. President’s Message .....Scott Giusti, City Conference President
  - a. Congratulations to SDCC football teams and cheer squads
    - Congrats to all San Diego City Conference football teams who won a CIF Championship. Exciting to do something never done, one conference winning the top five championships in football.
    - Congratulations to schools who advanced to CIF Southern Section and then moved on to state and congratulations to San Diego High School for winning state.
    - Congratulations to other schools and sports who won CIF Championships.
  - b. High Tech High discussion
    - S. Giusti is requesting to form a committee to include principals, athletic directors and the athletics department to review and discuss questions and concerns.
    - R. Jackson, A. Van Heuven volunteered to be in the committee, pending to receive confirmation from H. Becker and or K. Lowry.
  
3. Approve City Conference Meeting Minutes from 11/6/18 .....Scott Giusti, City Conference President
  - R. Lardizabal moved to approve the meeting minutes from 11/6/18, seconded by R. Nixon, no discussion, the minutes were approved as given.

**PRESIDENT AND DIRECTOR’S INFORMATION ITEMS ..... (ITEMS 4-18)**

4. Coaching Education  
*Reminder of the scheduled dates.*
  - a. Tues 1/15, 1/22, Thurs 1/31, Wed 5/8, Thurs 5/16, Tues 6/4 at Madison HS, Rm 1002, 4pm
  - b. If there is a need in addition to these dates, contact R. Lardizabal.
  - Three Coaching Education training dates are scheduled prior to the start of the spring season, January 15<sup>th</sup>, 22<sup>nd</sup> and 31<sup>st</sup>.
  
5. Athletic Meeting Attendance  
*Status update on all parties attending the appropriate meetings.*

- a. 2018-19 SDCC Pre and Postseason Coaches Meeting attendance
  - Shared link to attendance tracking sheet.
  - Seasonal members are required to attend meetings.
    - b. 2018-19 SDCC Meeting attendance
  - Shared link to attendance tracking sheet.
  - Seasonal members are not required to attend.
    - c. 2018-19 Athletic Council Meeting attendance
  - Shared link to attendance tracking sheet.
  - Athletic Council attendance now added to the agenda to show ADs if Principals or designee are attending the meetings.
  - It's important for ADs to share beliefs with principals to let them know the importance.
6. Leagues and Schedules
- Updates and next steps.*
- a. Saturday league basketball games- communicate with School Police
  - Communicate with School Police regarding Saturday league basketball games for your site.
  - School Police will be on mobile patrol for Saturday games.
  - San Diego City Conference will be deciding on the basketball schedules for next school year due to the amount of issues and concerns this year.
  - Communication between the two sites playing has to happen to determine if schools are choosing to sell tickets for all upcoming Saturday games, if schools are unable to come to an agreement, contact S. Giusti.
  - If schools decide to charge it needs to be treated like a Friday game. If schools do not charge, it is treated like a weekday game.
  - b. Music being played at athletic events
  - Vice Principal of athletics should work with the AD and/or ASB to have a process in place to approve music.
  - Vice Principal of Athletics should be working with whoever is responsible for playing the music and make sure the music is appropriate prior to any game.
  - c. Timeline concerns for approval of fall 2019 leagues and schedules
  - Final fall schedules are to be posted by April 1<sup>st</sup> per the Blue Book.
  - San Diego City Conference need to approve the leagues and schedules in March and back to Athletic Council in April, this will be an issue since the timeline will not be met.
  - S. Giusti shared principal concerns regarding electronic votes in the past.
7. Resources
- A reminder of available resources to reference when needed.*
- a. [San Diego City Conference \(SDCC\) Website](#)
  - b. [SDCC Blue Book](#)
  - c. [CIF Website](#) & [Green Book](#)
  - d. [SDUSD Athletics Website](#)
  - e. [2018-19 SDUSD and City Conference Interscholastic Athletic Calendar](#)
  - f. [SDUSD Finalized 2018-19 Grading Periods for Athletic Eligibility Dates](#)
  - g. [SDUSD Concussion Protocol](#)
  - Reminder of available resources.
8. SDUSD NFHS Pixellot Cameras on Facilities
- Updates and next steps.*
- a. POs still missing for cameras to be ordered: Clairemont, Crawford, La Jolla, University City
  - Stay on top of the process to minimize any holdups.
  - NFHS has received the PO numbers however the school names are not noted on the PO. Contact the person responsible for processing your site's POs and email NFHS your sites PO number to ensure your cameras were ordered.
  - b. Installation approved for Clairemont, Crawford, La Jolla, Mira Mesa, Patrick Henry, Point Loma and University City
  - Sites should be receiving a timeline from PPO.
  - c. Athletic Directors are the point of contact for the school site to manage installation
  - Athletic Directors need to work with the District and NFHS and take a leadership role to manage and coordinate the installation process.
  - If you need help with the right district point of contact, let the Athletics Department know.

9. Football

*Discussion of next steps and impacts for the following items.*

- a. Conversations from SDCC and Fall Postseason Coaches meeting
  - Handout was provided.
  - Reviewed the football issues and concern.
  - R. Jackson was the AD in charge of the football coaches meeting.
  - During the Fall Postseason Meeting Coaches voted to re-league every year.
  - Feedback from the coaches from their postseason meeting was marked in red on the handout that was provided.
- b. CIF- the revision of enrollment factor proposal
  - Enrollment factor proposal was voted on and passed.
- c. SDUSD 2019-20 Heads Up Football status- calendar year
  - Same as last year, all football coaches will need to be NFHS Heads Up certified again.
  - January 2019 initiates the new calendar year for Heads Up Football certification through NFHS.
- d. SDUSD helmets and shoulder pads
  - Riddell has picked up all helmets and shoulder pads with the exception of Lincoln, Morse and San Diego, they are scheduled for pick up this week.
  - Coach Morales will create a plan for pickup of discarded shoulder pads and will also pick up three of your helmet logos for the Athletics Department.
- e. SDUSD Process for Signing CIF 2 Year Contracts (most commonly used for football)
  - Hold onto the contracts until the Athletics Department ask for them.
  - There may be changes to leagues in 2020-21 it is recommended that principals tell their AD and football coach not to enter into any two-year contract that begins 2019-20 and ends 2020-21 as schools may end up being held financially accountable for the terms of a broken contract if we change league formats.

10. 2018-19 Fall Season Issues and Concerns

*Review and discuss the fall postseason items that were submitted by the coaches.*

- Link to issues and concerns were shared.

11. Budget

*Discussion of next steps and impacts for the following items.*

- a. Fall SDCC tournament recaps
  - Fall SDCC tournament financial recap for Cross Country, Girls Golf and Girls Tennis was provided and reviewed.
  - Wrestling is the only winter tournament.
- b. SDUSD Athletic Resource 00025 for CIF Playoffs
  - Handout provided and reviewed.
  - CIF playoff expenses should go through resource 00025.
  - S. Giusti will work with the district finance department to determine if resource 00025 is still serving its purpose and if it will be used next year.
- c. SDUSD ArbiterPay transition to issuing 1099s starting January 1<sup>st</sup>
  - District Finance will no longer be processing the 1099s for officials, ArbiterPay will be processing 1099s for officials starting January 1<sup>st</sup> and District Finance has agreed to pay for the 1099 transaction fee.
  - S. Seiders will be working with ADs and Finance Clerks to turn on the service by the end of January.
  - S. Seiders will also provide guidance about how your site will receive reimbursement from District Finance for the minimal 1099 transaction fee
- d. SDUSD BSN agreement and data from the non-exclusive agreement
  - Handout provided and reviewed.

12. SDUSD HR Process for Getting Your Coaches Hired

*2018-19 staffing process.*

- a. Fall: Payment and the Athletic Extended Day Grid
  - Verifying the grid vs timecards that are submitted for the fall season.
- b. Winter: Band-Aid (coach cleared prior to start date)
  - Coaches noted on the coach Google Sheet that was provided by Human Resources should be the only coaches working with students, paid or volunteer.
- c. Spring: Share out from AD committee members (P. Conway, R. Jackson, R. Lardizabal, J. Pisapia)
  - An email was sent to all Athletic Directors on December 7<sup>th</sup> with the hiring coach process for the spring.

- Human Resources held a meeting with Principals and Athletic Directors in December to hear everyone’s thoughts and recommendations.
  - Athletic Directors on the committee shared their thoughts on the meeting.
13. SDUSD BOE Direction on Late Start Times and Its Impacts on SDCC  
*Looking ahead.*
- a. Do you know the status of your school for 2019-20?
  - It’s recommended for everyone to go back to their site and find out what each school status is since there is no clear information regarding the late start time.
  - Be involved in the decision making and share how it impacts athletics.
    - b. Creating a list of impacts that need to be addressed
  - S. Giusti has a list of ongoing if issues and how this will impact athletics.
  - If there is input and feedback of items that need to be addressed in regard to a late start, email S. Giusti to be included on the list.
14. SDUSD Status of Schools Utilizing the 9th Grade Probationary Period (emailed to you individually 12/3/2018)  
*Follow up on accountability, monitoring and support as it pertains to the outcome of this program.*
- 9<sup>th</sup> Grade Probationary information was emailed to Principals and Athletic Directors on December 3<sup>rd</sup>.
  - Shared handout and reviewed data.
  - 62 students from 14 schools are utilizing this process.
  - Sites identified and Athletics Department collected information on what is being done to support students.
15. SDUSD VNN Athletic Websites  
*Status update.*
- a. Missing website pictures: Hoover, Lincoln, Serra, UC
  - VNN reported that there are a few who they are missing pictures for, those schools were informed in the meeting.
    - b. Site website utilization, moving over 1/15: Kearny, San Diego, Serra
  - The Athletics Department site website utilization will be moving by January 15<sup>th</sup>.
    - c. Support from VNN- Crystal Olson [colson@vnnsports.net](mailto:colson@vnnsports.net)
  - Contact Crystal Olson at VNN for support.
16. SDUSD Next Level Athletes  
*Collecting accurate information from the school sites.*
- Handout was provided to be reviewed and to make any needed changes before leaving the meeting.
17. SDUSD Facility Maintenance  
*Review email sent on 12/19/2018 to ensure there are no scheduling conflicts at your school site.*
- a. Field Turf
  - b. Track
  - Review the email sent on December 19<sup>th</sup> to verify schedule for any possible conflicts at your sites.
  - Athletic Directors shared their issues and concerns with maintenance that is/or not provided by the District for tracks.
18. SDUSD Athletics Office Daily Update  
*Athletics Administrative Assistant compiles daily list of outstanding items.*
- Pending items were shared.

**CONFERENCE COMMITTEE REPORTS ..... (ITEMS 19-20)**

19. Committees as Directed by Athletic Council- nothing to report at this time
- Nothing to report at this time
20. Other Committee Reports  
*Reports from committees that SDCC members are serving on.*
- a. HSSOC Officials Associations Committee Report (M. Stephenson, S. Giusti)
  - M. Stephenson shared information from the committee.
    - b. Analysis and prediction from P. Conway
  - Projected pfficials fee increase handout was provided and reviewed by P. Conway.

- Projected increase fee is noted on the far right of the report per sport.
- An average of \$906 is projected per site for all sports.
- Looking at a \$3000 increase in the next three years, keep in mind we are not looking at some JV sports.

**ACTION ITEMS ..... (NONE)**

21. N/A

- Nothing to vote on at this meeting.

**ANNOUNCEMENT OF NEXT MEETING/ADJOURNMENT**

22. Tuesday, March 5, 2019 Serra HS, Library/Media Center at 8:30am

23. Roundtable

24. Meeting adjourned at 11:02 AM