



CITY CONFERENCE MINUTES
ATHLETIC DIRECTORS & ADMIN DESIGNEES
TUESDAY, AUGUST 20, 2019 – 8:00 AM
CLAIREMONT HIGH SCHOOL, ACADEMY OF BUSINESS BUILDING

PRELIMINARY FUNCTIONS.....(ITEMS 1-4)

CALL TO ORDER.....Scott Giusti, President

Meeting was called to order at 8:04 AM.

SDCC MEMBERS PRESENT: Listed by sign-in order
S. Walton, A. Nowak, S. Thomas, R. Nixon, K. Butcher, ML OKelley, J. Griswool, C. Saffran, J. Sachs, P. Conway, T. Meeks, D. Fai, S.
Hopgood, R. Peters, R. Jackson, R. Lardizabal, E. Sullivan, J. Palacios, E. Leszynski, T. McNair, A. Gonzalez, C. Clark, A. Van Heuven, C.
Hord, J. Ducat, R. Parra, T. Wilson, J. Pisapia, N. Willis, M. Haupt, D. Asuncion, A. Villalobos, J. Labeta, F. Hilgers, S. Giusti, S. Seiders
and S. Garibay

Schools not in attendance: Cathedral and Christian

Everyone introduced themselves.

- 1. Rick Jackson Video on Coaching
• Played a fun video about coaching.
2. CIF Message..... John Labeta, CIFSDS Asst. Commissioner
a. Full Family Move Documentation Checklist
• Shared concerns and questions with J. Labeta from CIF.
• J. Labeta shared they are available to help.
b. Transfer Status Update
• J. Labeta provided updates and clarity.
c. CIF Full Members and Affiliate Members
• J. Labeta explained difference between the two. He shared that an affiliate is below 100 students and are only allowed to play JV and freshmen schedules, they are not allowed to play varsity.
• There are no affiliate members at this time.
• It was shared that it is the Athletic Director’s responsibility to know who the affiliate schools are.
d. CIF Symposium September 12, 2019
• J. Labeta shared there will be a speaker on sportsmanship and J. Schniepp will speak about transfers and ejections.
• There will be breakouts for administrators and J. Labeta will be reviewing bylaws and transfers.
• San Diego City Conference membership pays for two people per site to attend.
• School sites will have to pay for any additional guest(s).
e. CIF Home “Splash”- email sent by J. Schniepp on Tues 7/30- school administrator needed to have logged into CIF Home and updated school’s information, directory and sports offered before being able to use CIF Home this year
• J. Labeta shared a status update that everyone in SDCC is taken care of except for Bishops, who is a seasonal member, as they need to update the coaches.
• OLP is also pending.
f. NFHS Rule Books
• J. Labeta shared they are currently going back to books as the fee was the same.
• CIF does not have them however they will be coming soon.
g. Expectation that Principals attend CIF Championships their schools participate in
• J. Labeta shared there were bad experiences last year especially during soccer season. This year schools that have a playoff have to have someone at an administrator level present to handle any situations until everyone leaves.
• A letter will be sent from CIF to administrators.
• CIF is holding a meeting before soccer season to reinforce this policy, it will be a requirement to attend the.
h. Fall Deadlines to Enter Schedules and Scores
• Handout was provided.
• A \$100 fine will be applied if schedules and scores are not entered within the deadline.

- i. [CIF Master Calendar](#)
 - Shared the link.
 - j. [CIF Advisory Meeting Dates](#)
 - Shared the link.
 - k. [CIF Sit Out Period Dates](#)
 - Shared the link.
 - l. [CIF Max Contacts](#)
 - Shared the link.
 - Additional items from J. Labeta:
 - Voting item- Federated Council will be voting on baseball and softball playoffs.
 - Action item- there is an action item coming up for girls wrestling. Girls will not be eligible to compete with boys if this passes. They can practice, but not compete. S. Giusti shared SDUSD has concerns regarding this.
 - Emergency Action Plans- make sure it is posted at athletic events and make sure AEDs are accessible within the required distance. It is a state requirement.
 - "Reason Why" Social Media Opportunity- handout was provided. CIF wants to promote the positives of high school sports; this is a great opportunity. Asked who was interested in representing SDCC...Hoover, Coronado, Morse, Mira Mesa OLP, Serra and Crawford were interested.
 - Cheer- D. Massey from Mira Mesa HS is the SDCC CIF representative and has been sharing information with the coaches.
3. President's Message Scott Giusti, City Conference President
- Shared Union Tribune fundraising opportunity.
 - a. Introductions of ADs and Admin
 - Introductions were made at the start of the meeting.
 - b. AD Contact Sheet
 - Handed out with AD contact information was provided.
 - A request was made to email a copy.
 - c. Officials- setting the tone for your school and the ejection policy
 - Shared clear expectations.
 - d. CSADA Conference in Reno April 16-19, 2020
 - A recommendation was made to add event on calendars now as it is a great opportunity.
 - e. 2019-20 Athletics Calendar City Conference and SDUSD
 - Refer to the calendar to help plan accordingly.
 - Please share with site personnel and coaches as needed.
 - Calendar is posted on the SDCC website and the SDUSD Athletics website.
4. Approve San Diego City Conference Meeting Minutes from 5/28/19
- 1st by R. Lardizabal 2nd by J. Pisapia, no discussion, all in favor

PRESIDENT AND DIRECTOR'S INFORMATION ITEMS (ITEMS 5-22)

5. Quick Hits
- a. High School Sand Volleyball
 - La Jolla presented to CIF.
 - They were checking on how many schools have or are getting sand courts, there is no district funding tied to it.
 - Checked if there is interest in bringing this forward to CIF from SDCC as a sport.
 - It did not appear there was a majority interest.
 - b. Baseball- schedules & certified baseballs
 - Handout was provided with notes from the baseball coaches meeting.
 - c. Swim & Dive- diving scores
 - Handout was provided.
 - Shared J. Hutzler's question and suggestion and had a discussion.
 - Suggestion made to designate a SDCC dive location. Will relay the discussion to J. Hutzler for him to identify next steps.
 - d. 2019-20 SDCC Website sdcityconference.com
 - Reminder to reference and utilize the website.
 - e. AD Checklist
 - Reminder to provide feedback and suggestions on what was shared.
 - f. Girls Golf Preseason Coaches Mtg- shared they are not receiving Breitbard 1st and 2nd team certificates
 - Shared the boys' golf coaches concerns, made sure ADs are receiving the certificates and distributing them.
 - g. SDUSD 2019-20 School Police Expectations at Athletic Events

- Asked administrators that were present to review this document with principals. If only the AD was present, they were asked to review the document with their principals.
 - h. SDUSD Transportation Update
 - Handout was provided with updates from District Transportation.
 - i. SDUSD Heat, Concussion & Sudden Cardiac Arrest Info to Share- email sent by S. Giusti on 7/25
 - Keep a look out for the heat index emails on really hot days that will provide additional awareness and guidance.
 - j. SDUSD Schools Utilizing the Athletic Periods During the School Day for Certificated Coaches
 - A reminder of the opportunity, what is allowed and not allowed and that the form needs to be submitted and on file prior to utilization.
 - k. SDUSD Schools Utilizing the Multi-Campus Agreement, details can be found on the sdusdathletics.com website
 - A reminder that the information is on the website for reference.
 - l. SDUSD Media Handbook for Athletic Directors and Coaches emailed by S. Giusti on 8/1
 - A reminder that this was emailed for distribution and utilization.
6. 2019-20 Athletic Director Sport Assignments
Confirming assignments and that everyone is clear on the responsibilities of the assignment.
- Confirmed all of the assignments as well as the responsibilities and expectations.
7. AB 2009 (Written Action Plans) & SB 1349 (Sex Equity in Education Act)
Reminders and updates.
- a. Assembly Bill (AB) 2009 Action Plans
 - Shared as a reminder of the law and expectations.
 - b. SDUSD Template- emailed by S. Giusti on Tues 7/23 (completed page 1 posted in athletic facilities, completed pages 2-4 posted in AD and ATC office)
 - Shared as reminder to ensure completion and posting.
 - c. AED Expectations from SDUSD Risk Management- should be no more than 200 meters from venues, need to be in working order and need to be accessible during events and not locked up/away
 - This information was requested by Principals and it is now being shared with Athletics Directors and Vice Principals.
8. 2019-20 Blue Book
A reminder of some new additions.
- a. Can be found on the sdcityconference.com website
 - b. Email sent by S. Giusti on Fri 7/26
 - c. Changes to SDCC & AC meeting dates- section 1.6
 - d. Discipline- section 2.1.3
 - e. Forfeits- section 2.13.5
 - f. Changes in the football, soccer, track & field & volleyball sports sections
 - g. Updated appendices
 - A reminder to review the updated Blue Book paying special attention to the changes made (changes are noted above).
9. SDUSD Incoming 9th Grade Fall Probationary Period
Reminder of opportunity and that forms need to be submitted ASAP.
- a. Status on email sent by S. Giusti on Wed 7/24
 - b. Status and individual school handouts
 - A handout with student information was provided as an overview of last year's program.
 - Schools were asked to review their individual school sites.
10. SDCC Impacts from the SDUSD BOE Resolution Regarding Late Start (Healthy Start) Times
A reminder that there will be huge impacts for athletics beginning in 2019-20.
- a. Google Sheet emailed by S. Giusti on Tues 5/21 to collect questions and concerns
 - Reviewed the Google Sheet and school sites were reminded of the process to add their questions and concerns.
 - b. Add in questions/concerns and email S. Giusti letting him know it's done or there is nothing by Tues 9/10
 - All SDCC members need to send the City Conference President an email by Tuesday, September 10th either stating that they have added in their questions and concerns or that they have no questions or concerns.
11. SDUSD NFHS Pixellot Cameras on Facilities
Status update.
- a. First Wave Complete: Madison, Mission Bay

- b. Second Wave Almost Complete: Clairemont (working to get online), Crawford (online), La Jolla (online), Mira Mesa (working to get installed), Patrick Henry (online), Point Loma (working to get online), UC (working to get installed)
 - c. Third Wave Preparing for Installation: Hoover, Kearny, Lincoln, Morse, San Diego, Scripps Ranch, Serra
 - d. Additional Cameras- contract amendment is going to the BOE Tues 9/24, lease vs. own
 - Provided an update.
 - The second wave is almost complete and the third wave is about to begin.
 - Shared that the contract and amendment for the third and fourth wave of cameras is going to the Board at the end of September and it will be discussed further at the September SDCC meeting.
12. SDCC Athletic Meeting Attendance
Update on the start of 2019-20.
- a. 2019-20 SDCC Pre and Postseason Coaches Meeting attendance- Fall Preseason
 - b. SDCC Fall Preseason Coaches Meeting absences: Christian Fball & G. Golf, Hoover G. Volleyball, MMHS X-Country, OLP X-Country, PLHS Field Hockey, SDHS G. Golf & G. Volleyball, SRHS Field Hockey and Boys Water Polo
- Last year's absences were down compared to the prior year which is great, but already for this year the number of absences at the first meeting were double to what it was at last year's first meeting.
13. Cheerleading
Information and updates.
- a. Added SDCC Cheer Coaches to the Fall Pre/Postseason Meetings
- There is no attendance penalty for cheer this year however moving forward they will be meeting on an annual basis during the fall pre and postseason meetings.
 - b. Status and clarity for SDUSD for 2019-20
 - A reminder that SDUSD is level one sideline cheer as a district. Schools can choose to be level two or level three but funding will need to be provided by the site and CIF rules will need to be followed as soon as schools begin as level two.
 - c. Status of cheer programs at other SDCC schools
 - A request was made to update the information so it is accurate.
 - If a school moves from level one to level two or three, the school Principal needs to notify SDCC President/SDUSD Director of Athletics.
14. Football
Information and updates.
- a. Multi Football Games
- A reminder that CIF protocol needs to be followed prior to players participating in multi-football games.
 - b. Football Schedules
 - SDUSD School Police have all varsity schedules.
 - If changes are made to a varsity schedule, a game change form needs to be completed and School Police and the SDCC President/SDUSD Director of Athletics need to be made aware.
 - If there is a special night that should have media or district presence, let SDUSD Director of Athletics know.
 - c. 2019 Alex Spanos All Star Classic- email sent by R. Equiza on Wed 8/7
 - A reminder of the email that was sent.
 - R. Jackson also emailed it to football coaches.
 - d. SDUSD Process for Signing CIF 2 Year Contracts (most commonly used for football)
 - A reminder for SDUSD schools to follow the district process.
 - Contracts are not needed for games between SDCC schools.
 - e. Create a plan for ASB Card sales that can be utilized for games that happen prior to orientation
 - Follow up with the ASB Advisor or Vice Principal that oversees ASB to ensure there is a plan in place for students to take advantage of this great opportunity.
15. SDUSD HR Getting Your Coaches Hired
2019-20 staffing process.
- a. Coach clearance prior to start date
- Coaches are required to be cleared prior to working with students.
 - b. Cheat sheets were emailed by S. Giusti on Mon 4/22 (new paid, new volunteer, returning)
 - A reminder of the email that was sent out with additional information.
 - c. Point of Contact: Susie Schaefer sschaefer@sandi.net 619-725-8048
 - Work with S. Schaefer with Human Resources to ensure coaches are cleared.

16. SDUSD Athletic Trainers (ATC)
Information regarding trainers for the 2019-20 school year.

- a. Email sent by S. Giusti on Fri 7/19- includes time sheets, tracking & extra hour process
 - A reminder of the email that was sent with details and resources.
 - Let S. Seiders know if help is needed.
 - b. Concussion Data
 - Continuing to search for the right program as three have been piloted and weren't the right fit.
 - c. Supplies
 - Remaining funds from the contract were used to purchase supplies and have arrived and are available to take back to school sites today.
17. SDUSD Athletic Physicals
Reminders and feedback.
- a. SDUSD issues and/or concerns
 - Requested feedback, please email the SDUSD Director of Athletics.
 - b. Feedback on free mass physical event
 - A suggestion was made to know ahead of time what UCSD is going to do as one of the programs took 2 hours to get through.
 - A handout was provided from UCSD for free sports injury screenings for high school athletes.
 - Everyone was asked to spread the word and share the opportunity with students.
18. VNN Athletic Websites
Status update.
- a. July State Rankings: Scripps Ranch- 1, Patrick Henry- 3, UC- 8, Point Loma- 12, La Jolla- 25, Clairemont- 33, MMHS- 47, Serra- 51, MBHS- 62, SDHS- 67, Morse- 70, Kearny- 75, Crawford- 94, Lincoln- 96, Madison- 103, Hoover- 114
 - Rankings were shared.
 - If ADs are not receiving the updates they were asked to email C. Olson to be add to the monthly email list.
 - b. SDUSD support from VNN- Crystal Olson colson@vnnsports.net
 - Work with C. Olson, she is available as a resource when needed.
19. Fall Sports Team Offerings for 2019-20 Grid
Providing the sheet that includes what Fall Coaches shared was being offered for 2019-20.
- a. Different tabs for each sport, is the information correct?
 - A request was made to update the information so it is accurate.
 - b. Football freshmen/JV team drop dead date Mon 9/16
 - Football coaches set this date at the preseason coaches meeting to ensure there was enough time to prepare.
20. Coaching Education
If there is a need in addition to the dates below, contact Ron Lardizabal.
- a. 2019-20 dates: Wed 8/21, Mon 9/23, 10/14, 10/28, 11/11, 1/13, 1/27, 2/10, Tues 4/14, Thurs 5/7, Thurs 6/4, Tues 6/16 at Madison HS, Rm 1002, 4pm
 - Shared as a reminder.
21. Esports
Supported by CIF and coming to schools sooner than expected.
- a. Meeting with SDUSD IT and Arey Jones
 - Arey Jones, Lenovo and IT requested a meeting with SDUSD Athletics.
 - The meeting took place and they shared their desire to support Esports.
 - b. ASB vs. Athletics
 - Currently it appears that multiple schools have ASB club Esports teams.
 - CIF is considering themselves a sponsor of Esports and when more information is distributed, it will become a school site decision on how to proceed.
 - c. CIF release of information (such as games, dates of events, etc.)
 - Waiting on more information from CIF.
22. Financial Items
Discussion of next steps and impacts for the following financial items.
- a. SDCC CIF per sport bills
 - A reminder to review the individual school information and make any necessary changes.
 - b. SDCC 2019-20 tournaments
 - Completed an analysis this summer and adjusted budgeted amounts accordingly.
 - Will keep a close eye on this as costs increase.

- c. Reminder that SDCC membership fees now include tournament billing
- Shared as a reminder.
 - d. SDCC 2018-19 fines will be included on the invoice for 2019-20 membership fees (September)
- Shared as a reminder.
 - e. SDCC and CIF patches
- Handout was provided showing what is available through CIF.
- May be something the conference would want to explore.
 - f. SDUSD management and monitoring of athletic budgets
- Discussed athletic budget issues from 2018-19.
 - g. SDUSD know the amount and create a budget that matches
- A reminder of the expected process and best practices.
 - h. SDUSD new Salary Benefits Calculator & gate recaps for Football, Basketball and ASB Cards
- A reminder of the email that was sent.
 - i. SDUSD extended day unit timecard matching extended day unit grid- email sent by S. Giusti on Mon 7/22
- A reminder of the email that was sent.
 - j. SDUSD ArbiterPay- email sent by S. Seiders on Thurs 8/1
- A reminder of the email that was sent.
- Reach out to S. Seiders for help and support.
 - k. SDUSD reminder of BSN Sports BOE approved agreement benefits
- A reminder of the opportunity available was shared and reviewed the benefits schools and students are receiving.
- Hand out was provided.

CONFERENCE COMMITTEE REPORTS(ITEM 23)

23. HSSOC Officials Associations Committee- sites prepare for increases based on the analysis from P. Conway
- Fall information has been sent, winter and spring will be sent once finalized.
 - M. Haupt will continue serving on the committee in M. Stephenson's place.

ACTION ITEMS(ITEMS 24-26)

24. Vote to Recommend 2019-20 Spring Leagues- email sent by S. Giusti on Thurs 7/18
- 1st by R. Lardizabal 2nd by R. Nixon
 - a. Boys Golf: Vote option 1 or 2- email sent by S. Giusti on Wed 7/24, discussion, all in favor of option 2
 - b. Boys Golf: City and Eastern need to be flipped for strength of teams, discussion, all in favor to switch the league names
 - c. Boys Tennis: SDHS is requesting to move up & Lincoln will not field a team, discussion, all in favor of adjusting the leagues
 - d. Badminton, Baseball, Boys Lacrosse, Girls Lacrosse, Softball, Swim & Dive, Track & Field & Boys Volleyball, no discussion, all in favor
 - e. A request was made by R. Lardizabal for ADs to be more specific in their notes at the postseason meetings if it is one or a few schools making recommendations or if there was a vote by the coaches and what that vote was

25. Vote to Approve the 2019-20 San Diego City Conference Budget
- SDCC Budget handout was provided and reviewed, including moving the minimal misc. account funds to the general account.
 - 1st by R. Lardizabal, 2nd by R. Nixon, no discussion

Vote: Ayes- 20 Nos- 0 Abstain-0 Motion Approved

- SDCC President shared that the membership fees may need to be re-evaluated after this year to include cost increases

26. Canyon Crest Seasonal Badminton Membership Request
- 1st by R. Lardizabal, 2nd by J. Pisapia, discussion centered around Westview HS and the conditions of their membership to travel and play away games.
 - Will be tabled for September SDCC meeting.

Vote: Ayes- 20 Nos- 0 Abstain-0 Motion Approved

ANNOUNCEMENT OF NEXT MEETING/ADJOURNMENT

27. Tuesday, September 17, 2019 at the Serra HS Media Center at 8:30am

- A reminder of the next meeting.

28. Roundtable

- A few questions and/or comments were shared.
- Meeting adjourned at 11:20 AM.

PRE AND POST MEETING TRAININGS:

7:30-8:00am- Optional Emergency Action Plan (EAP) Support (if needed)

11:00am-12:00pm- Lunch Provided by SDCC

12:00-12:30pm- OUT for Safe Schools Whistles for Coaches Training

12:30-12:45pm- "Get Your Hits" VNN Website Training from #1 Ranked in the State Todd Wilson

12:45-1:00pm- "Why Attend Football When You Can Stream" NFHS Camera Training from Soccer Expert Jorge Palacios

1:00pm Q&A Support for New ADs and Anyone Else- "Find Out How Not to Do It from the Experts" Ron Lardizabal & Jonathan Sachs

- Home Campus
- CIF Home
- Clearing Coaches
- Athletic Trainer Hour Process