



# California Interscholastic Federation

www.cifstate.org

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## EXECUTIVE COMMITTEE CALIFORNIA INTERSCHOLASTIC FEDERATION REGULAR MEETING

December 3, 2008  
10:00 am to 5:00 pm

DoubleTree, San Diego  
San Diego, CA

### AGENDA AND ORDER OF BUSINESS

- I. OPENING BUSINESS** ..... Henson
- A. Call to order
  - B. Adopt agenda
  - C. Public Comment
    - 1. Sections
    - 2. Allied Organizations
    - 3. General Public

*(During this agenda item, the meeting will be called to order, the agenda will be considered and adopted, public comments will be invited, and closed session topics will be identified.)*

### **II. COMMUNICATIONS**

The organization receives hundreds of communications monthly. This is an opportunity to discuss the most pertinent of these. No action or deliberation is contemplated here.

- A. President ..... Henson
- B. Executive Director/Staff ..... Ishida
- C. Committee Members

*(The President, officers, executive director, staff and committee members will share and discuss communications received since the last meetings of the Executive Committee.)*

### **III. CONSENT CALENDAR**

*(Matters of routine, which include minutes, foreign exchange requests and multi-campus status request, will be considered.)*

- A. Approval of October 30, 2008 Executive Committee Minutes
- B. Executive Director's Monthly Expenses (October 2008)

### **IV. PRESIDENT'S REPORT** ..... Henson

The president of the Federated Council and chairperson of the Executive Committee will report on meetings, events or other items of concern, or interest, to the Executive Committee.

**V. EXECUTIVE DIRECTOR'S REPORT** ..... Ishida  
The executive director will present an update on matters of interest and concern to the committee.

**VI. MANAGEMENT SERVICES**

Matters below will be discussed and proposals presented for approval.

**A. Action Items**

1. Audit Report ..... Daims  
The audit report will be presented for discussion, review and acceptance.
2. Year to Date Budget and Transfers ..... Blake  
An update on the year to date budget will be provided and action will be requested to approve any transfer of money into different accounts.
  - a. Investment Balances
  - b. Budget Transfers
3. Bylaw 509 Revision ..... Ishida  
This bylaw is being revised to reflect changes that are necessary with the approval of administrative regulations with regard to coaching non-certification.
4. Approval of Calendar for 2009-10 ..... Morrison  
The committee will review a draft calendar of meetings for next year and recommend any changes necessary.
5. Approval of nominating committee ..... Ishida/Henson  
A list of names will be approved to serve on the nominating committee to submit names to the Federated Council for nominees to serve on the executive committee for a one-year term, 2009-10.
6. Investment Committee Recommendations ..... Daims  
The Investment Committee met prior to this meeting and will make the following recommendations with regards to the distribution of excess funds:
  - a. 2007-08 Excess Revenue
  - b. Recommendations for use of excess funds
7. Governance Task Force ..... Wheeler/Henson  
An update will be given to the committee on this task force. The chairs will have met and developed a list of potential task force members. The committee will be asked to review the task force membership and authorize funds in order to meet.
8. Bylaw 506 Revision: Who May Coach ..... Blake  
A revised Bylaw 506 will be provided for review.
9. Article 22.C: Enforcement Revision ..... Blake  
Revision of this article is requested to ensure that all will understand that when credible evidence is forthcoming, investigations will take place.

10. Policies Required Under New Audit Procedures, 2008-09 .....Ishida  
New policies that will be required for the new audit procedures effective with the audit year, 2009-10 are being presented for review, discussion and approval.
  - a. Conflict of Interest
  - b. Document Retention/Destruction Policy
  - c. Policy on Employee Compensation
  - d. Joint Venture Policy
  - e. Whistleblower Policy
  
11. Article 5.51: Assessment Revision..... Blake  
Staff is requesting this revision to allow for some leverage in the timely collection of school dues and legal assessments.
  - a. Financial Policy revision
  
12. United States Soccer Federation .....Ishida  
The committee recommended that a letter be drafted by general counsel and sent to USSF to express CIF's concern with regard to the Development Academy sponsored by USSF. An update will be given and further action will be requested, if necessary.
  - a. Letter to U.S. Soccer Federation
  - b. Letter from U.S. Olympic Committee
  
13. U.S. Bowling Congress .....Ishida  
This group is requesting that the CIF sanction bowling as a CIF sport.
  
14. California Athletics Equity Law for Students with Disabilities .....Ishida  
The committee will be asked if they would like the CIF to be a signatory supporting this proposed legislation.
  
15. CAHPERD .....Ishida  
The committee will be asked to review the latest letter from CAHPERD and any action the CIF should take with regards to this and other issues.
  
16. CIF Office Update .....Ishida  
The committee will be given an update on the status of the "due diligence" period for the purchase of the new CIF office building, mold inspection, draft of a timeline for improvements, hiring of a space planner, project manager, hiring a contractor, and approve any additional expenditures as needed.

**B. Reports**

These items are for information only. No action is anticipated; however, a committee member can revise the agenda in order to act on any of these items.

1. Review of section meetings attended.....Staff  
CIF Staff will review for the committee attendance at section meetings, and any possible issues or concerns expressed by the sections.

2. Review of the updated numbers for the transfer bylaw .....Ishida  
The committee will be given an update on the numbers requesting transfer eligibility through the transfer bylaws.
  
3. Review of the appeal procedure .....Ishida  
Data will be shared with the committee that will include the number of appeals results, and the costs of the appeal process thus far.
  - a. Appeal panel data
  - b. Appeal panel expenses
  - c. Appeal Hearings
  
4. CIF State Football Championship Bowl Games Update..... Henson  
The executive committee will receive an update on the state football championship
  
5. Championships, New Events Committee recommendations ..... Odom/Nocetti  
The committee will review the recommendations from the subcommittee and, as a result, recommendations from the entire committee. These recommendations will be forwarded to the Commissioners' Committee in January for input before being forwarded to the Federated Council.
  
6. Update on 2008-09 Goals ..... All  
The committee will review the goals of the executive director. Direction will be given by the committee to stay the course, change direction, or revise current goals.
  
7. Update and Status of the Parent Advisory Committee/Newsletters ..... Blake  
Staff will update the committee on this goal.
  
8. Report from Commissioners' meeting .....Crichlow  
The commissioners' committee will not have met since the last meeting. The representative may report on issues or concerns that have been raised during the interim.
  
9. Other committee reports or reports from staff .....CIF Staff  
The committee will hear recommendations from sports advisory committees on items of concern and for items that would be implemented for championships. No action is anticipated at this time.
  - b. Cross Country/Track and Field
  - c. Girls' Volleyball
  - d. Football
  - d. Golf
  - e. Wrestling
  - f. Soccer
  - g. Boys' Volleyball

C. Informational Only

These items are for information only. No action is anticipated; however, a committee member can revise the agenda in order to act on any of these items.

1. Coaching Education..... Blake  
An update in the coaching education numbers are provided for information only.

2. Multi-School Applications.....Ishida  
An updated list of the multi-school requests that have been approved are listed for your information.
3. Schools Owing Dues.....Ishida  
A list of schools still owing dues for legal assessments and multi school applications is presented for your information.

**VII. CONSULTANTS' REPORTS**

The committee will be advised by consultants under contract to the organization on matters of interest or concern.

- A. Legislation Report.....Ishida/LaCasse
- B. Legal Report.....Marshall-Freeman  
*(Committee will be advised regarding matters of present litigation, as well as legal matters, which have arisen since the last meeting and are not closed session items.)*

**VIII. CLOSED SESSION**

- A. Conference with Legal Counsel- Litigation-Section 54956.9(a)  
The executive director and general counsel will inform the committee of legal matters and ask for direction for future action, if appropriate.
  1. *Menlo School, a California Non-Profit Public Benefit Corporation v. California Interscholastic Federation, a California Corporation, Central Coast Section, California Interscholastic Federation, a California Corporation, and DOES 1 10 100*, Superior Court of the State of California for the County of Santa Clara, Court Case No. CIV 467511
  2. *Mechel Roberts Beard and Bernard Beard, Craig Payne v. California Interscholastic Federation, Craig Payne, Real Party In Interest.* Superior Court of California San Bernardino County, Case No.: CIVSS 812819
  3. *Martin Babovic v. California Interscholastic Federation; California Interscholastic Federation-Southern Section*, Superior Court of the State of California for the County of Orange-Central, Court Case No. 30-2008-00112881
  4. *Dylan Cooper, a minor by and through his Guardian Ad Litem, Beth Cooper v. California Interscholastic Federation (CIF) Southern Section*, Superior Court of California San Bernardino County, Case No.: CIVSS 815060
  5. *Dalton Dyer by and through his guardian ad litem Murlene Spinks v California Interscholastic Federation, California Interscholastic Federation, Sac-Joaquin Section*, Superior Court of California, County of Alameda, Court Case: RGO8421517
- B. Conference with Legal Counsel-Anticipated Litigation-Section 54956.9(b)  
Significant exposure to litigation pursuant to subdivision (b) of section 54956.9:- five matters.

**IX. REPORT OF ACTIONS TAKEN IN CLOSED SESSION**

**X. ADJOURNMENT**

**DATES TO REMEMBER:**

CSBA Conference..... December 4-5, San Diego  
CIF State Girls' Volleyball Championships .....December 6, Bren Center @ UCI  
CIF State Football Championships Bowl Games ..... December 19/20, Home Depot  
Office Closed ..... December 22-26, 31, 2008, January 1- 2, 2009  
Commissioners' Eligibility Committee ..... January 13, 2009, DoubleTree, San Diego  
Commissioners' Committee Meeting ..... January 14-15, 2009, DoubleTree, San Diego  
Executive Committee ..... February 5, 2009, Ontario Airport Marriott  
Federated Council .....February 6-7, 2009, Ontario Airport Marriott

REVISED