

**West Bay
Athletic League**

Coaches' Handbook

2009-2010

www.wbalsports.org

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Commissioner's Greeting

September 2009

Dear West Bay Athletic League Athletic Directors and Coaches,

On behalf of the West Bay Athletic League I would like to welcome you the 2009-2010 school year and athletic seasons. It is my goal as the League Commissioner to make the West Bay Athletic League one of the top leagues in the Central Coast Section. Your responsibilities as a coach play a substantial role in making this happening. You and your team are representatives of not only your school, but you are ambassadors of the league as well. I know that you give of yourself in making your team and your program the best it can be for your school and I encourage you to always do the same for the WBAL. I commend the outstanding accomplishments of our student athletes and teams last year in both the Central Coast Section Championships and the State Championships. Your success as a coach in your program is a success for each one of us as a league mate.

The West Bay Athletic League supports the principals of the Pursuing Victory with Honor Program while we promote important life skills and the development of good character in our student-athletes. We believe that the essential elements of character-building are embodied in the concept of sportsmanship and six core ethical values: trustworthiness, respect, responsibility, fairness, caring and good citizenship.

Our website www.wbalsports.org has all forms, schedules, standings, bylaws, and other pertinent information on it.

Good luck to all of you and I look forward to working with you all in the coming year.

Sincerely,

Jez McIntosh
Commissioner

Meave Fallon Ward
Assistant Commissioner

West Bay Athletic League

The West Bay Athletic League was established in 2002 and expanded in 2008 and is comprised of the following private schools: Castilleja, Crystal Springs, Eastside College Prep, Harker, Immaculate Conception Academy, Menlo, Mercy Burlingame, Mercy San Francisco, Notre Dame San Jose, Pinewood, Priory, Sacred Heart Prep, and The King's Academy.

The WBAL was originally formed during a realignment period when the Private School Athletic League was getting too large. The WBAL sought schools that were geographically desirable, with consistent philosophies for athletics and academics, with similar sport offerings and athletically competitive. The new structure of the WBAL is very exciting and we have expanded our league to a coed league with two divisions.

The ultimate goal of the WBAL is to provide and administer interscholastic competition for young men and women by means of a constitution, by-laws, and an efficient organization while recognizing the importance of fair play and good sportsmanship. The schools associated with the West Bay Athletic League subscribe to the following basic principles:

- 1) That the student athletes' health, welfare, and safety shall always be of prime importance;
- 2) To provide quality interscholastic athletic competition;
- 3) To direct and control WBAL interscholastic athletics at the highest level of integrity so to insure their value as educational resources to be encouraged and fostered;
- 4) To cultivate cordial and friendly relations among schools through good standards of sportsmanship.

Athletic Directors

Castilleja School

Jez McIntosh
1310 Bryant St.
Palo Alto, CA 94301
650-470-7830
jez_mcintosh@castilleja.org

Crystal Springs Uplands School

Michael Flynn
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Hillsborough, CA 94010
650-342-4175 x524
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Eastside College Prep

Chris Bischof
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East Palo Alto, CA 94303
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Immaculate Conception Academy

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The Harker School

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Menlo School

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Mercy High School

Meave Fallon Ward, CAA
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Mercy High School

Debbie Mathews
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Notre Dame High School

Devin Engebretsen
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Pinewood School

Matt Stimson
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Los Altos Hills, CA 94022
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Priory

Mark Stogner, CAA
 302 Portola Rd
 Portola Valley, CA 94025
 650-851-6107
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The King's Academy

Paul Spades and Vicki Linn
 562 Britton St
 Sunnyvale, CA 94085
 408-481-0158
pspades@tka.org vlinn@tka.org

Sacred Heart Prep

Frank Rodriquez
 150 Valparaiso Ave
 Atherton, CA 94027
 650-473-4031
frodriguez@shschools.org

Affiliations**Section**

Central Coast Section (CCS)
 Nancy Lasenby-Blaser
 Commissioner
 6830 Via Del Oro, Suite 103
 San Jose, CA 95118
 phone 408-224-2889
 fax 408-224-0476
www.cifccs.org

State

California Interscholastic Federation (CIF)
 Marie Ishida
 Executive Director
 4658 Duckhorn Drive
 Sacramento, CA 95834
 phone: 916-239-4477
 fax: 916-239-4478
www.cifstate.org

Sports and Levels

Fall	Cross Country (G, B)	Varsity and Junior Varsity
	Golf (G)	Varsity
	Tennis (G)	Varsity and Junior Varsity
	Volleyball (G)	Varsity, Junior Varsity and Freshman
Winter	Basketball (G, B)	Varsity, Junior Varsity and Freshman
	Soccer (G, B)	Varsity and Junior Varsity
Spring	Baseball (B)	Varsity and Junior Varsity
	Golf (B)	Varsity
	Softball (G)	Varsity`
	Swimming (G, B)	Varsity and Junior Varsity
	Tennis (B)	Varsity and Junior Varsity
	Track and Field (G, B)	Varsity

Past WBAL Champions

	2002-03	2003-04	2004-05	2005-06	2006-07	2007-2008
Volleyball	Castilleja	Castilleja	Castilleja	Harker/ Castilleja	Mercy SF	Harker
Cross country	NDSJ	Castilleja	Castilleja	Castilleja	Castilleja	Castilleja
Golf	Castilleja	Harker	Harker	Castilleja	Harker	Castilleja
Tennis	NDSJ	Castilleja	NDSJ	NDSJ	NDSJ/Harker	Notre Dame
Water Polo	Castilleja	---	---	---	---	---
Basketball	Mercy SF	Castilleja/ Mercy SF	NDSJ	Mercy SF	Mercy SF/ Castilleja Woodside	Castilleja Woodside
Soccer	Mercy B	Mercy B	Mercy B	Mercy B	Priory	Priory
Softball	Mercy B	Mercy B	Castilleja	Castilleja	Castilleja	Castilleja
Swimming	Castilleja	Castilleja	NDSJ	Castilleja	Castilleja	Castilleja
Track and Field	NDSJ	Mercy B	NDSJ	Castilleja	Castilleja	Mercy B

Past WBAL Champions Continued.

	2008-2009
B. Cross Country	Harker
G. Cross country	Harker
G. Golf	Castilleja
B. Golf	Sacred Heart Prep
G. Tennis	Menlo (F), The King's Academy (S)
B. Tennis	Sacred Heart Prep
G. Volleyball	Menlo (F), The King's Academy/Mercy SF (S)
B. Basketball	Menlo
G. Basketball	Pinewood (F), Menlo (S)
B. Soccer	Sacred Heart Prep
G. Soccer	Sacred Heart Prep (F), Crystal Springs Uplands (S)
B. Swimming	Menlo
G. Swimming	Harker
G. Lacrosse	Menlo (F), Burlingame, Palo Alto (S)
Softball	Castilleja/Mercy B
B. Track and Field	The King's Academy
G. Track and Field	Mercy B

F = Foothill, S = Skyline

**WBAL Representatives
2009-2010**

WBAL Board	Commissioner	Jez McIntosh - Castilleja
	Asst. Comm.	Meave Fallon Ward - Mercy B
	Treasurer	Frank Rodriguez – SHP
CCS Board of Managers	Jez McIntosh	Castilleja
	Craig Schoof	Menlo School
	Frank Rodriguez	Sacred Heart Prep
	Mark Stogner	Priory
ADAC for CCS	Dan Molin	Harker
	Devin Engebretsen	Notre Dame San Jose

FALL

Volleyball – Foothill
 Volleyball – Skyline
 Tennis – Foothill
 Tennis – Skyline
 G. Golf
 Cross Country

Sport Representatives

Chris Crader - Menlo
 Locke Chin – Mercy SF
 Craig Pasqua - Harker
Open
 Jim Miller - Castilleja
 Matt Tompkins - TKA

AD Representative

Craig Schoof - Menlo
 Vicki Linn - TKA
 Matt Stimson - Pinewood
 Jez McIntosh - Castilleja
 Devin Engebretsen - NDSJ
 Mark Stogner- Priory

WINTER

B. Basketball
 G. Basketball - Foothill
 G. Basketball – Skyline
 B. Soccer
 G. Soccer - Foothill
 G. Soccer – Skyline

Drew Petiti – TKA
 Jez McIntosh – Castilleja
 Nicole Dimas – ICA
 Matt Dodge – SHP
 Jake Moffat – SHP
 Troy Thiele – Harker

Frank Rodriguez –SHP
 Chris Bishof - Eastside Prep
 Carolyn Sideco - ICA
 Matt Stimson - Pinewood
 Michael Flynn - CSU
 Dan Molin - Harker

SPRING

Baseball
 Softball
 B. Golf
 G. Lacrosse - Foothill

 G. Lacrosse – Skyline
 B. Lacrosse
 Track & Field
 B. Tennis
 G. Swimming
 B. Swimming

Craig Schoof – Menlo
 Jim Henderson – Mercy B
 Mark Dowdy – SHP
 Jen Lee – Menlo/
 Brandon Badgley - SHP
 Dawn Clark - Harker
Open
 Michael Garcia – Mercy B
 Bill Shine – Menlo
 Bart Wells - Harker
 Kevin Morris - SHP

Mark Stogner - Priory
 Vicki Linn - TKA
 Devin Engebretsen - NDSJ

 Jez McIntosh – Castilleja
 Jez McIntosh – Castilleja
Open
 Meave Fallon Ward– Mercy B
 Matt Stimson - Pinewood
 Frank Rodriguez – SHP
 Frank Rodriguez – SHP

Expectations of Sports Representative:

1. Represent the WBAL at CCS meetings (pre and postseason) in your sport
2. Facilitate WBAL Sport Committee meetings (pre and postseason) in your sport
3. Collect contact information for coaches in your sport
4. Keep up to date standings and communicate to other coaches
5. Review bylaws with coaches and follow system to change a bylaw
6. Record All League and Final Standings to give to Athletic Director Representative
7. Record any recommendations on Report Form
8. Be the go to person for coaches for the season

Responsibilities of WBAL Board Officers:

1. Commissioner
 - a. Attend all CCS Commissioners Meetings
 - b. Facilitate WBAL Board of Managers Meeting
 - c. Interpret league, CCS, and CIF Constitution and Bylaws
 - d. Collect eligibility rosters for all WBAL teams
2. Assistant Commissioner
 - a. Attend all WBAL meetings, record and publish minutes
 - b. Send Athletic Directors and coaches reminders of meetings
 - c. Arrange all league schedules
 - d. Update WBAL Constitution as needed
 - e. Other duties as required by commissioner.
3. Treasurer
 - a. Keep a detailed account of finances of league
 - b. Give financial report at each meeting
 - c. Order and purchase all league awards

CCS Board of Managers

- a. Determine procedures, rules and policies, and take such action as authorized by the CIF Constitution and Bylaws.
- b. Define CCS Championships.
- c. Have control over the CCS Finances

Athletic Director Advisory Council

- a. Shall be a representative from each basic league
- b. Shall be an advisory committee to the Board of Managers and Executive Committee
- c. Shall select a member to serve on each sport committee to assist in communication, development and adherence to existing section policies and practice.

Important Dates for Coaches

Fall Sports

Fall Sports Season Begins	Friday, August 14, 2009
WBAL Coaches Meeting @ Castilleja School	Monday, September 14, 6:00 pm
WBAL Fall Coaches Preseason Meeting @ Castilleja School	Monday, September 14, 7:30 pm
WBAL Fall Coaches Postseason Meeting @ Menlo School	Monday, November 16, 7:30 pm

Winter Sports

First Day of Tryouts/Practice	Monday, November 2, 2009
WBAL Winter Coaches Preseason Meeting @ Menlo School	Monday, November 16, 7:00 pm
WBAL Winter Coaches Postseason Meeting @ Menlo School	Monday, February 22, 7:30 pm

Spring Sports

First Day of Tryouts/Practice	Monday, February 1, 2010
WBAL Spring Coaches Preseason Meeting @ Menlo School	Monday, February 22, 7:00 pm
WBAL Spring Coaches Postseason Meeting @ Menlo School	Monday, May 17, 7:00 pm

Athletic Director Meeting Dates 2009-2010

August

Thursday 8/27 League Commissioners 9:00 am – noon @ CCS Office

September

Wednesday 9/9 Administrators Workshop 7:30-11:30 am @ SMCOE, Redwood City
 Monday 9/14 WBAL ALL Coaches Meeting @ Castilleja
 6:00 pm Dinner, 7:00 pm Meeting, Fall Preseason to follow
 Tuesday 9/15 WBAL BOM - Sports Reports 9:00 am @ Castilleja
 Wednesday 9/23 CCS-ADA Meeting 8:30-11:00 am @ CCS Office
 Tuesday 9/29 ADAC @ CCS Office 8:00-11:00 am

October

Thursday 10/1 League Commissioners 9:00 am- noon @ CCS Office
 Thursday 10/8 Executive Committee 8:00 am @ CCS Office
 Tuesday 10/13 WBAL BOM Meeting 9:00 am, CCS Issues @ Castilleja
 Wednesday 10/21 CCS BOM 8:00 am @ Holiday Inn, Silicon Valley

Mon 10/26 CCS-ADA Section Conference @ TBA

November

Wednesday 11/18 CCS-ADA Meeting 8:30-11:00 am @ CCS Office

Monday 11/16 Coaches Meeting @ Menlo
6:30 Chair, 7:00 Winter Preseason, 7:30 Fall Postseason

Tuesday 11/17 WBAL BOM - Sports Reports 9:00 am @ Castilleja

December

Tuesday 12/8 ADAC 8:00-11:00 am @ CCS Office

Thursday 12/10 League Commissioners 9:00 am- noon @ CCS Office

Fri-Tues 12/11-15 NIAAA National Conference, Dallas Texas

Tuesday 12/15 WBAL Meeting 9:00 am @ Castilleja

January

Tuesday 1/12 Executive Committee 8:00 am @ CCS Office

Wednesday 1/13 CCS-ADA Meeting 8:30-11:00 am @ CCS Office

Tuesday 1/19 WBAL BOM – CCS Issues 9:00 am @ Castilleja

Wednesday 1/27 CCS BOM 8:00 am @ Holiday Inn, Silicon Valley

February

Monday 2/22 Coaches Meeting @ Menlo
6:30 Chair, 7:00 Spring Preseason, 7:30 Winter Postseason

Tuesday 2/23 WBAL BOM - Sports Reports 9:00 am @ Castilleja
2010-2011 WBAL Sports Commitments Due

March

Wednesday 3/10 CCS-ADA Meeting 8:30-11:00 am @ CCS Office

April

Tuesday 4/13 ADAC 8:00 – 11:00 am @ CCS Office

Wednesday 4/14 League Commissioners 9:00 am @ CCS Office

Thursday 4/15 Executive Committee 8:00 am @ CCS Office

Tuesday 4/20 WBAL BOM Meeting – Scheduling and CCS Issues 9:00 am @
Castilleja

Thur-Sun 4/22-26 CSADA State Conference at Reno, Nevada

Wednesday 4/28 CCS BOM 8:00 am @ Holiday Inn, Silicon Valley

May

Monday 5/17 Coaches Meeting @ Menlo
7:00 Spring Postseason (no Chair meeting)

Tuesday 5/18 WBAL BOM - Sports Reports 9:00 am @ Castilleja, luncheon to follow

Wednesday 5/19 CCS-ADA Meeting & Awards Breakfast 8:30-11:00 am @ Holiday Inn, Silicon Valley

**California
Interscholastic
Federation**

And

**Central Coast Section
Policies**

California Interscholastic Federation

The West Bay Athletic League schools are members of the California Interscholastic Federation. The purpose of this organization is:

1. To serve as an organization through which member high schools mutually adopt rules and regulations for interscholastic athletic competition.
2. To cultivate more cordial and friendly relations among schools through ethical standards of sportsmanship.
3. To promote the acceptance of the CIF's Cardinal Principles and Code of Ethics.
4. To promote equal opportunities for all youth regardless of race, religion, sex, or national origin.

FAILURE TO FOLLOW THE SPIRIT AND INTENT OF C.I.F. RULES AND REGULATIONS MAY RESULT IN THE FOLLOWING PENALTIES FOR YOUR ATHLETES AND YOUR SCHOOL.

- Forfeiture of all league games and championships.
- Elimination of your school from playoffs for the particular sport.

CIF/NFHS COACHING EDUCATION

CALIFORNIA INTERSCHOLASTIC FEDERATION COACHING EDUCATION REQUIREMENTS

All coaches, paid and unpaid, by **December 31, 2008**, will have completed a coaching education program that emphasizes the following components:

- d. Development of coaching philosophies consistent with school, school district and school board goals;
- b. Sport psychology: emphasizing communication; reinforcement of young people's efforts; effective delivery of coaching regarding technique and motivation of the student-athlete;
- c. Sport pedagogy: how young athletes learn and how to teach sport skills;
- d. Sport physiology: principles of training; fitness for sport; development of a training program; nutrition for athletes; and the harmful effects associated with the use of steroids and performance-enhancing dietary supplements by adolescents;
- e. Sport management: team management; risk management; and working within the context of an entire school program;
- f. Training: certification in CPR and first aid;
- g. Knowledge of, and adherence to, statewide rules and regulations; as well as school regulations including, but not necessarily limited to, eligibility, gender equity and discrimination;
- h. Sound planning and goal setting.

A school/district may use a coach that does not meet these standards for one sports season in an emergency. The coach must still hold a CPR and First Aid certification as required under Title V. However, that person may not coach another season of sport without fulfilling this coaching education requirement. Any currently employed coach who has completed and passed a prior version of a coaching education program that meets the above listed criteria, as determined by the local administration, is exempt from this provision. The above certification is transferable between/among CIF member schools. Coaches may need to complete additional local school requirements.

NOTE: Definition of a coach, paid or unpaid: Any individual that the school/district is required to approve under Title V, California Code of Regulations, Section 5593 and 5594 and/or under California Education Code 33190-33192, 45125.01 and 45125.1.

With the passing of the new Coaching Education and Steroid/Performance-Enhancing Supplements bylaws there have been many questions about what this means for schools and coaches in California. In May 2005, the State CIF Federated Council voted

unanimously to join 33 other states in the mandated “certification” of coaches. *Coaching Principles* covers the fundamentals of being a successful coach. Each year, more than 25,000 high school, club sport, and Olympic coaches take this course to further their professional development and meet certification requirements.

What is the purpose of the CIF/ASEP Coaching Education Program?

The purpose of the CIF Coaching Education Program is to enhance the experience of student-athletes by assuring that their coaches meet a minimum level of professional training. The program provides strong, pragmatic and comprehensive instruction for coaches of interscholastic athletics in California that is consistent with the highest national standards as set by the legislature, state Department of Education, California Interscholastic Federation and National Federation of State High School Associations.

Who is required to pass the Coaching Education class?

The revised CIF Bylaw 22.B.(9) states: “Definition of a coach, paid or unpaid: Any individual that the school/district is required to approve under Title V, California Code of Regulations, Section 5593 and 5594 and/or under California Education Code 33190-33192, 45125.01 and 45125.1.” Simply stated, anyone who is required to be fingerprinted and/or is approved by their local school board/directors to have contact with students. This applies to all CIF member schools, public and private.

By what date must all coaches be certified?

No later than **December 31, 2008**, all coaches shall be certified in the CIF/ASEP Coaching Education program or equivalent as stated in Bylaw 22.B.(9). This allows all CIF member schools a 41-month time frame to complete the process.

We cannot always fill our coaching positions prior to the season. How do we get coaches certified when someone is hired at the last moment?

The CIF bylaw allows for this common situation. A school/district may hire a coach that is not certified, but only for one sports season. The coach must complete the certification before they can coach another season and/or a second sport. The proposed state law (SB39) also will allow this one sports season exception. The CIF Coaching Education class also will be available online for those who are not able to participate in a traditional classroom setting instruction. The cost for the online Coaching Education course is \$52.

In these tough financial times, how are we supposed to pay for this new mandate?

The Federated Council recognized that this could financially impact school’s budgets. However, the overwhelming evidence is that the one-time expense is far outweighed by the return. Neighboring states Nevada and Oregon mandated coaching education several years ago and found that coaches paid the fee and the fear of coaches “quitting” did NOT materialize. In addition, the State CIF office negotiated a greatly reduced price for

the class and materials (35% reduction). The new price for schools to order the coaching education materials packet from the CIF is now \$65 per unit (plus tax). This includes the Coaching Principles textbook, Coaches Study Guide, National Test and CIF State Rules Test and Study Guide as well as test grading by ASEP of both assessments. Those passing the class will be added to the “National Certificated Coaches” database.

If I completed and *passed* the former Coaching Education program, do I have to retake the class?

NO! If you completed the course and passed the test, you are certified for life and will be included on the “National Certified Coaches” database. If you have a question about whether or not you passed the test, go to www.asep.com and search the National Coaches database. If you have questions regarding the database, call ASEP at 800-747-5698 and ask for Nicole Noble-Pruitt. However, when possible, we do recommend coaches retake the course or sit in on a class in order to get the updated information on steroids coaching for character and dealing with diverse athletes.

How do I find a Coaching Education class in my area?

Check with your local high school or district office to see if they have any classes set up in the area. You may also take the class online.

NFHS Fundamentals of Coaching Online Class

The NFHS is proud to offer a new professional development opportunity in 2007 for interscholastic teacher/coaches and athletic administrators. Designed with and for the teacher/coach, the NFHS Fundamentals of Coaching course focuses on role of the teacher/coach in supporting the educational mission of interscholastic athletics. Through a student-centered approach to instruction, the teacher/coach will learn how to structure an environment that optimizes the physical, social and psychological development of each and every student.

As the recognized national authority on interscholastic activity programs, the NFHS provides high quality educational programs and training courses for coaches and state associations across the country.

NFHS Fundamentals of Coaching consists of 5 units:

- Unit 1 Educational Athletics and the Role of the Coach
- Unit 2 The Coach as Manager
- Unit 3 The Coach and Interpersonal Skills
- Unit 4 The Coach and Physical Conditioning
- Unit 5 The Coach as Teacher

About the course

- Developed with and for interscholastic teacher/coaches and athletic administrators.
- Developed to meet state association requirements for coaching.
- 4 to 6 hours for online completion.
- Participants will have 365 days from the date of purchase to complete and review this course.

The online experience

a. Your time, your pace



- Available online 24 hours a day—at work or at home
- Start when you're ready and set your own pace for completion
- Take a break, log back on and pick up where you left off
- All testing and certification accomplished online

b. Engaging content delivery



c. Certification

- Follows the National Standards for Athletic Coaches and Level III National Council for the Accreditation of Coaching Education (NCACE) guidelines
- A certificate of completion will be issued and may be printed online

What are my state requirements?

- Certification requirements differ from state to state
- This will satisfy the California State Coaches Certification requirement

See your Athletic Director for more information.

All coaches must be certified, through either program, by December 31, 2008.

Central Coast Section/CIF Sportsmanship Policy

Preamble

The member schools of the CIF/Central Coast Section are committed to providing a sportsman-like environment for students, coaches, and spectators. To that end, CIF/Central Coast Section has adopted the following sportsmanship and crowd control recommendation. Each member school is requested to commit itself to implementing these recommendations and completing the enclosed sportsmanship contract.

Sportsmanship Definition

A person who can take a loss or defeat without complaint, or victory without gloating, and who treats her opponents with fairness, courtesy, and respect.

1. The following are expected to be role models demonstrating sportsmanship at all times:
 - a. Principal/administrative staff
 - b. Athletic directors
 - c. Coaches, players, and cheerleaders
 - d. Faculty members
 - e. Booster club members and
 - f. Band members and band director
2. Coaches, players, and spectators will respect the integrity and judgment of sports officials.
3. The conduct of coaches, players, and cheerleaders generally sets the tone for CIF/CCS school contests. They will be expected to maintain the highest level of decorum at all CCS/CIF school contests.
4. The following behavior is unacceptable at all CIF/CCS High School contests:
 - a. Berating your opponent's school or mascot
 - b. Berating opposing players
 - c. Obscene cheers or gestures
 - d. Negative signs
 - e. Artificial noise makers
 - f. Complaining about officials' calls (verbal or gestures)
5. The following action plans are recommended for implementation at all CIF/CCS school contests.

- a. A script should be provided to the announcer including
 - i. Welcome statement
 - ii. Sportsmanship expectations
 - iii. Acknowledgment and introduction of game officials. Note: There should be a short statement endorsing the officials as neutral persons who have been certified as officials by the appropriate officials association.
 - iv. Introduction of players
 - v. Sponsorship recognition (when appropriate)
- b. Include the CIF Code of Ethics in the game programs (these are found in the front cover of both the CIF and CCS Constitution and by-laws and Directory.)
- c. Each participating school's administration is expected to emphasize sportsmanlike behavior at all CIF/CCS school contests.
 - i. This shall be directed to coaches, players, cheerleaders, and spectators in the day(s) prior to other contests.
 - ii. Rallies, team meetings, faculty meetings and spirit club meetings, school bulletins, and PA announcements are all appropriate venues.
 - iii. Contact the principal or administrator-in-charge of the opponent's school at least one day prior to contests as appropriate to promote practical applications of sportsmanship and to endure the proper environment for the contest.
- d. It is the responsibility of the administration of each participating school to designate an administrative representative who will:
 - i. Check in with the site manager 30 minutes prior to the game time and establish where he/she will be throughout the contest.
 - ii. Enforce the highest standards of sportsmanship within his/her own student body.
 - iii. Contact the administrative representatives of the opponent's school to report any violations of sportsmanship by either school's supporters.

PRINCIPLES OF PURSUING VICTORY WITH HONOR

The Operating Beliefs and Principles of the California Interscholastic Federation

At its' best, athletic competition can hold intrinsic values for our society. It is a symbol of a great ideal: pursuing victory with honor. The love of sports is deeply embedded in our nation's consciousness. The value of millions of participants and spectators are directly and dramatically influenced by the values and actions conveyed by organized sports. In the belief that the impact of sports can and should enhance the character and uplift the ethics of our students across the state, we have established a framework of principles and a set of common values that must be adopted and practiced widely.

On November 5, 1999 nearly 50 interscholastic sports and educational leaders representing California's 1263 high schools voted as part of the CIF Federated Council, to unanimously adopt and endorse "Pursuing Victory With Honor" as operating beliefs and principles of the California Interscholastic Federation (CIF). "Pursuing Victory With Honor" is the result of a conference convened May 12-14, 1999 in Scottsdale, Arizona by the Josephson Institute of Ethics, CHARACTER COUNTS! Coalition and the United States Olympic Committee.

1. The essential elements of character building and ethics in CIF sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring and good citizenship. The highest potential of sports is achieved when competition reflects these "six pillars of character."
2. It's the duty of School Boards, superintendents, school administrators, parents and school sport leadership – including coaches, athletic administrators, program directors and game officials – to promote sportsmanship and foster good character by teaching, enforcing, advocating and modeling these "six pillars of character."
3. To promote sportsmanship and foster the development of good character, school sports programs must be conducted in a manner that enhances the academic, emotional, social, physical and ethical development of student-athletes and teaches them positive life skills that will help them become personally successful and socially responsible.
4. Participation in school sports programs is a privilege, student-athletes must abide by the rules and they must conduct themselves, on and off the field, as positive role models who exemplify good character.

5. School Boards, superintendents, school administrators, parents and school sports leadership shall establish standards for participation by adopting and enforcing codes of conduct for coaches, athletes, parents and spectators.
6. All participants in high school sports must consistently demonstrate and demand scrupulous integrity and observe and enforce the spirit as well as the letter of the rules.
7. The importance of character, ethics and sportsmanship should be emphasized in all communications directed to student-athletes and their parents.
8. School Boards, superintendents, school administrators, parents and school sports leadership must ensure that the first priority of their student-athlete is a serious commitment to getting an education and developing the academic skills and character to succeed.
9. School Boards, superintendents, principals, school administrators and everyone involved at any level of governance in the CIF must maintain ultimate responsibility for the quality and integrity of CIF programs. Such individuals must assure that education and character development responsibilities are not compromised to achieve sports performance goals and that the academic, social, emotional, physical and ethical well-being of student-athletes is always placed above desires and pressures to win.
10. All employees of member schools must be directly involved and committed to the academic success of student-athletes and the character-building goals of the school.
11. Everyone involved in competition including parents, spectators, associated student body leaders, and all auxiliary groups have a duty to honor the traditions of the sport and to treat other participants with respect. Coaches have a social responsibility to model respectful behavior and the duty to demand that their student-athlete refrain from disrespectful conduct including verbal abuse of opponents and officials, profane or belligerent trash-talking, taunting and inappropriate celebrations.
12. School Boards, superintendents, and school administrators of CIF member schools must ensure that coaches, whether paid or voluntary, are competent to coach. Training or experience may determine minimal competence. These competencies include basic knowledge of: 1) The character building aspects of sports, including techniques and methods of teaching and reinforcing the core values comprising sportsmanship and good character; 2) The physical capabilities

and limitations of the age group coached as well as first aid; 3) Coaching principles and the rules and strategies of the sport.

13. Because of the powerful potential of sports as a vehicle for positive personal growth, a broad spectrum of school sports experiences should be made available to all of our diverse communities.
14. To safeguard the health of athletes and the integrity of the sport, school sports programs must actively prohibit the use of alcohol, tobacco, drugs and performance enhancing substances, as well as demand compliance with all laws and regulations, including those related to gambling and the use of drugs.
15. Schools that offer athletic programs must safeguard the integrity of their programs. Commercial relationships should be continually monitored to ensure against inappropriate exploitation of the school's name or reputation. There should be no undue interference or influence of commercial interests. In addition, sports programs must be prudent, avoiding undue financial dependency on particular companies or sponsors.
16. The profession of coaching is a profession of teaching the mental and physical dimensions of their sport, coaches, through words and example, must also strive to build the character of their athletes by teaching them to be trustworthy, respectful, responsible, fair, caring and good citizens.

CIF – WEST BAY ATHLETIC LEAGUE

CODE OF CONDUCT FOR INTERSCHOLASTIC COACHES

PREFACE

We, in the California Interscholastic Federation, believe that high school athletic competition should be fun, but that it must also be a significant part of a sound educational program. We believe that those who coach student-athletes are, first and foremost, teachers who have a duty to assure that their sports programs promote important life skills and the development of good character. We believe that the essential elements of character-building are embodied in the concept of sportsmanship and six core ethical values: trustworthiness, respect, responsibility, fairness, caring, and good citizenship (the “Six Pillars of Character”). We believe, further, that the highest potential of sports is achieved when teacher-coaches consciously Teach, Enforce, Advocate and Model (T.E.A.M.) these values and are committed to the ideal of pursuing victory with honor. Finally, we believe that sincere and good-faith efforts to honor the words and spirit of this Code will improve the quality of our programs and the well being of our student-athletes. This Code of Conduct applies to all full-time and part-time coaches involved in interscholastic sports.

I understand that in my position as a coach, I must act in accord with the following code:

TRUSTWORTHINESS

1. *Trustworthiness* – be worthy of trust in all I do and teach student-athletes the importance of integrity, honesty, reliability and loyalty.
 - *Integrity* – model high ideals of ethics and sportsmanship and always pursue victory with honor; teach, advocate and model the importance of honor and good character by doing the right thing, even when it’s unpopular or personally costly.
 - *Honesty* – don’t lie, cheat, steal or engage in or permit dishonest or unsportsmanlike conduct.
 - *Reliability* – fulfill commitments; I will do what I say I will do; be on time.
 - *Loyalty* – be loyal to my school and team; put the team above personal glory.

2. *Primacy of Educational Goals* - be faithful to the educational and character-development missions of the school and assure that these objectives are not compromised to achieve sports performance goals; always place the academic,

emotional, physical and moral well being of athletes above desires and pressures to win.

3. *Counseling* – Be candid with student-athletes and their parents about the likelihood of getting an athletic scholarship or playing on a professional level. Counsel them about the requirement of many colleges preventing recruitment of student-athletes that do not have a serious commitment to their education, the ability to succeed academically or the character to represent their institution honorably.
4. *College Recruiters* – be honest and candid with college recruiters about the character and academic abilities and interest of student-athletes.

RESPECT

5. *Respect* – treat all people with respect all the time and require the same of student-athletes.
6. *Class* – be a good sport, teach and model class, be gracious in victory and accept defeat with dignity; encourage student-athletes to give fallen opponents a hand, compliment extraordinary performance, and show sincere respect in pre- and post-game rituals.
7. *Taunting* – don't engage in or allow trash-talking, taunting, boastful celebrations, or other actions that demean individuals or the sport.
8. *Respect Officials* – treat contest officials with respect; don't complain about or argue with official calls or decisions during or after an athletic event.
9. *Respect Parents* – treat the parents of student-athletes with respect; be clear about your expectations, goals and policies and maintain open lines of communication.
10. *Profanity* – don't engage in or permit profanity or obscene gestures during practices, sporting events, on team buses, or any other situation where the behavior could reflect badly on the school or the sports program.
11. *Positive Coaching* – use positive coaching methods to make the experience enjoyable, increase self-esteem and foster a love and appreciation for the sport. Refrain from physical or psychological intimidation, verbal abuse, and conduct that is demeaning to student-athletes or others.
12. *Effort and Teamwork* – encourage student-athletes to pursue victory with honor, to think and play as a team, to do their best and continually improve through personal effort and discipline. Discourage selfishness and put less emphasis on the final outcome of the contest, than upon effort, improvement, teamwork, and winning with character.

13. *Professional Relationships* – maintain appropriate, professional relationships with student athletes and respect proper teacher-student boundaries. Sexual or romantic contact with students is strictly forbidden as is verbal or physical conduct of a sexual nature directed to or in view of student-athletes.

RESPONSIBILITY

14. *Life Skills* – always strive to enhance the physical, mental, social and moral development of student-athletes and teach them positive life skills that will help them become well-rounded, successful and socially responsible.
15. *Advocate Education* – advocate the importance of education beyond basic athletic eligibility standards and work with faculty and parents to help student-athletes set and achieve the highest academic goals possible for them.
16. *Advocate Honor* – prominently discuss the importance of character, ethics and sportsmanship in materials about the athletic program and vigorously advocate the concept of pursuing victory with honor in all communications.
17. *Good Character* – foster the development of good character by teaching enforcing, advocating and modeling (T.E.A.M) high standards of ethics and sportsmanship and the six pillars of character.
18. *Role-Modeling* – be a worthy role-model, always be mindful of the high visibility and great influence you have as a teacher-coach and consistently conduct myself in private and coaching situations in a manner that exemplifies all I want my student-athletes to be.
19. *Personal Conduct* – refrain from profanity, disrespectful conduct, and the use of alcohol or tobacco in front of student-athletes or other situations where my conduct could undermine my positive impact as a role model.
20. *Competence* – strive to improve coaching competence and acquire increasing proficiency in coaching principles and current strategies, character-building techniques, and first-aid and safety.
21. *Knowledge of Rules* – maintain a thorough knowledge of current game and competition rules and assure that my student-athletes know and understand the rules.
22. *Positive Environment* – strive to provide a challenging, safe, enjoyable, and successful experiences for the athletes by maintaining a sports environment that is physically and emotionally safe.
23. *Safety and Health* – be informed about basic first aid principles and the physical capacities and limitations of the age-group coached.

24. *Unhealthy Substances* – educate student-athletes about the dangers and prohibit the use of unhealthy and illegal substances including alcohol, tobacco, and recreational or performance-enhancing drugs.
25. *Eating Disorders* – counsel students about the dangers of and be vigilant for signs of eating disorders or unhealthy techniques to gain, lose or maintain weight.
26. *Physician’s Advice* – seek and follow the advice of a physician when determining whether an injured student-athlete is ready to play.
27. *Privilege to Compete* – assure that student-athletes understand that participation in interscholastic sports programs is a privilege, not a right and that they are expected to represent their school, team and teammates with honor, on and off the field. Require student-athletes to consistently exhibit good character and conduct themselves as positive role models.
28. *Self-Control* – control my ego and emotions; avoid displays of anger and frustration; don’t retaliate.
29. *Integrity of the Game* – protect the integrity of the game; don’t gamble. Play the game according to the rules.
30. *Enforcing Rule* – enforce this Code of conduct consistently in all sports-related activities and venues, even when the consequences are high.
31. *Protect Athletes* – put the well being of student-athletes above other considerations and take appropriate steps to protect them from inappropriate conduct.
32. *Access* – help make your sport accessible to all diverse communities.
33. *Improper Commercialism* – be sensitive to and avoid unwholesome commercialism including inappropriate exploitation of my name or the name of the school and undue financial dependence on corporate entities. Make sure any affiliation or association with a corporate entity is approved by school and district officials.

FAIRNESS

34. *Fair and Open* – be fair in competitive situations, selecting a team, disciplinary issues and all other matters; and be open-minded and willing to listen and learn.

CARING

35. *Safe Competition* – put safety and health considerations above the desire to win; never permit student-athletes to intentionally injure any player or engage in reckless behavior that might cause injury to themselves or others.

36. *Caring Environment* – consistently demonstrate concern for student-athletes as individuals and encourage them to look out for one another and think and act as a team.

CITIZENSHIP

37. *Honor the Spirit of Rules* – observe and require student-athletes to observe the spirit and the letter of all rules including the rules of the game and those relating to eligibility, recruitment, transfers, practices and other provisions regulating interscholastic competition.
38. *Improper Gamesmanship* – promote sportsmanship over gamesmanship; don't cheat. Resist temptations to gain competitive advantage through strategies or techniques (such as devious rule violations, alteration of equipment or the field of play or tactics designed primarily to induce injury or fear of injury) that violate the rules, disrespect the highest traditions of the sport or change the nature of competition by practices that negate or diminish the impact of the core athletic skills that define the sport.

PURSUIING VICTORY WITH HONOR **CIF EXPECTATIONS FOR COACHES**

1. Sign and follow the district's or CIF's coaches' code of conduct.
2. Use "teachable moments" on a daily basis to emphasize the importance and essential elements of the six core principles of Pursuing Victory with Honor: trustworthiness, respect, responsibility, fairness, caring and good citizenship.
3. Promote sportsmanship and foster good character by Teaching, Enforcing, Advocating and Modeling the six principles above.
4. Ensure that their program enhances the academic, emotional, social, physical and ethical development of the student-athletes.
5. Demand scrupulous integrity and observe and enforce the spirit as well as the letter of the rules from their student-athletes by teaching the history and traditions of the sport.
6. Communicate to their student-athletes and parents that athletic participation is a privilege, not a right. To earn that privilege, student-athletes must abide by the rules and conduct themselves, on and off the field, as role models who exemplify good character.
7. Enforce, with student-athletes, the district-approved codes of conduct for student-athletes.
8. Emphasize in all communications directed to student-athletes and parents the importance of character, ethics and sportsmanship. Coaches should hold a student and parent pre-season meeting to communicate their educational philosophy regarding athletics, academics, character, ethics and sportsmanship. At this meeting, the coach should clearly define the expectation that coaches have for student and parent behavior and the repercussion of not meeting those expectations.
9. Emphasize to the student-athlete and their parents that the first priority of the student-athletes is a serious commitment to getting the best education possible and developing the academic skills and character to succeed. Success in the classroom should be the first priority of any student-athlete.

10. Ensure that pressure to win is not placed above education, character development, academic, social, emotional, physical and ethical well-being of the student-athlete.
11. Whether paid or voluntary, gain the skills to be a competent coach. These minimum competencies must include basic knowledge of 1) the character-building aspects of sports, including techniques and methods of teaching and reinforcing the core values comprising sportsmanship and good character; 2) the physical capacities and limitations of the age group coached, as well as first aid; and 3) coaching principles related to educational philosophy, adolescent psychology, nutrition, risk management, and the rules and strategies of the sport.
12. Model respectful behavior and demand that their athletes refrain from disrespectful conduct, including verbal abuse of opponents and officials, profane and belligerent trash-talking, taunting and inappropriate celebrations.
13. Safeguard the integrity of their programs by continually monitoring to ensure that no undue interference or influence of commercial interest or inappropriate exploitation of the school name or reputation. This should include avoiding undue financial dependency on particular companies or sponsors.
14. Always remember that profession of coaching is a profession of teaching. In addition to teaching the mental and physical dimensions of their sport, coaches shall, through words and example, strive to build character of their student-athletes by teaching them to be trustworthy, respectful, responsible, fair, caring and good citizens.
15. Urge and play a leadership role in planning and implementing pre-season meetings with parents, players, your athletic director, and if possible, the principal wherein the values and expectations of the district and the school principal are spelled out as they relate to athletics, its' place in education, the character building potential of athletics and the conduct and behavior of all involved in athletics.

Coach and Play With Class

Coaches' Code of Ethics

According to Section 5596 of Title V, California Administrative Code, any person employed to supervise or provide instructional services in interscholastic athletic programs and/or activities shall adhere to the following Code of Ethical Conduct:

1. Show respect for players, officials and other coaches.
2. Respect the integrity and judgment of game officials.
3. Establish and model fair play, sportsmanship and proper conduct.
4. Establish player safety and welfare as the highest priority.
5. Provide proper supervision of students at all times.
6. Use discretion when providing constructive criticism and reprimanding players.
7. Maintain consistency in requiring all players to adhere to the established rules and standards of the game to be played.
8. Properly instruct players in the safe use of equipment.
9. Avoid exerting undue influence on a pupil's decision to enroll in an athletic program at a public or private post-secondary educational institution.
10. Avoid exerting influence on pupils to take lighter academic courses in order to be eligible to participate in athletics.
11. Denounce the use of non-prescriptive drugs, anabolic steroids or substances to increase physical development or performance that are not approved by the United States Food and Drug Administration, Surgeon General of the United States or American Medical Association.
12. Educate athletes on the harmful effects of non-prescription drugs, anabolic steroids or any substance that may be used to increase the physical development or performance that are not approved by the United States Food and Drug Administration, Surgeon General of the United States or American Medical Association.
13. Avoid recruitment of athletes from other schools.
14. Follow the rules of behavior and the procedures for crowd control as established by the Board of Education and the league in which each school in the district participates.

**WEST BAY
ATHLETIC LEAGUE

CONSTITUTION AND
SPORT BY-LAWS**

PREFACE

The purpose of the West Bay Athletic League Constitution and By-Laws is to provide an organizational structure and guidelines for the administering of high school athletics.

INTRODUCTION

The West Bay Athletic League will be comprised of the following private schools:

Castilleja School	Palo Alto
Crystal Springs Uplands	Hillsborough
Eastside College Prep	East Palo Alto
Harker School	San Jose
Immaculate Conception Academy	San Francisco
Menlo School	Atherton
Mercy High School	Burlingame
Mercy High School	San Francisco
Notre Dame High School	San Jose
Pinewood School	Los Altos
Priory	Portola Valley
Sacred Heart Prep	Atherton
The King's Academy	Sunnyvale

The ultimate goal of the West Bay Athletic League is to provide and administer interscholastic competition by means of a constitution, by-laws and an efficient organization while recognizing the importance of fair play and good sportsmanship.

The West Bay Athletic League will adhere to National Federation of State High School Associations policies as well as other rules set forth by the California Interscholastic Federation and the Central Coast Section.

The following abbreviations may be used and are defined here:

NFHS - National Federation of State High School Associations
CIF - California Interscholastic Federation
CCS - Central Coast Section
WBAL - West Bay Athletic League

STATEMENT OF BASIC PRINCIPLES

The schools associated with the West Bay Athletic League subscribe to the following basic principles:

1. That the student athlete's health, welfare, and safety shall always be of prime importance;

2. To provide quality interscholastic athletic competition;
3. To direct and control WBAL interscholastic athletics at the highest level of integrity so to insure their value as educational resources to be encouraged and fostered;
4. To cultivate cordial and friendly relations among schools through good standards of sportsmanship.

WEST BAY ATHLETIC LEAGUE CONSTITUTION

Article I - Name of League

The name of the league shall be the West Bay Athletic League.

Article II - Authority

The West Bay Athletic League is a member of the Central Coast Section of the California Interscholastic Federation and is bound by the constitution and by-laws of both organizations.

Article III - Representation on the Board of Managers

Section 1 GOVERNMENT - The government of the WBAL shall be vested in the Board of Managers which will be composed of the athletic directors of each member school. Each member school shall be represented by their athletic director or an appointed representative and have one vote.

Section 2 OFFICERS - The officers of the Board of Managers shall be: Commissioner, Assistant Commissioner, and Treasurer.

Section 3 ELECTION OF OFFICERS - The election of officers of the WBAL shall take place bi-annually at the last regular league meeting of the school year. The terms of office will be for two years and shall begin at the close of that meeting.

Section 4 CCS REPRESENTATION - The WBAL Representatives to the CCS shall be designated for a two (2) year term.

Article IV - Leadership

Section 1 COMMISSIONER

- A. The commissioner shall interpret the league constitution and its by-laws and the constitutions of the CCS and CIF.
- B. The commissioner shall prepare and circulate each meeting agenda to the WBAL Board of Managers.
- C. The commissioner shall communicate to the sports committee chairpersons when sport by-laws are changed.
- D. The commissioner shall obtain and keep all CCS eligibility rosters for all WBAL teams.

Section 2 ASSISTANT COMMISSIONER

- A. The assistant commissioner shall be responsible for the scheduling of all league contests for league sponsored sports.
- B. The assistant commissioner shall record and publish minutes from all WBAL Board of Managers meetings.
- C. The assistant commissioner shall organize and maintain communications between league schools.
- D. The assistant commissioner shall update the WBAL Constitution and give to new Athletic Directors to the Board of Managers.
- E. The assistant commissioner shall act as the league commissioner in the absence of the league commissioner.

Section 3 TREASURER

- A. The treasurer shall keep a detailed account of the finances of the league.
- B. The treasurer shall give a financial report at every WBAL Board of Managers meetings.
- C. The treasurer shall order and purchase all league awards.

Section 4 SPORT COMMITTEE CHAIRPERSONS (COACH)

- A. The sport committee chairpersons are responsible for their sports as stated in their by-laws as well as leading the preseason and postseason meetings and recording those meeting reports.
- B. The sport committee chairpersons are responsible for representing the WBAL at all CCS pre and postseason meetings.

Section 5 ATHLETIC DIRECTOR REPRESENTATIVE

- A. The athletic director representative shall attend all preseason and postseason meetings, making sure that bylaws are followed.
- B. The athletic director representative will communicate back to the BOM the report from the preseason and postseason meeting.

- C. The athletic director shall be the liaison and go to person for any issues and concerns of the coaches during the season.

Article V - Membership

Section 1 Procedures for obtaining full membership begins when a school desiring full membership into the WBAL requests such affiliation by letter to the commissioner by November of the preceding year.

Section 2 Criteria for league membership: In order to be a member of the WBAL, a school must:

- a) Field four (4) of the ten (10) varsity girls' sports or four (4) of the nine (9) varsity boys' sports.
- b) Participate in at least one varsity sport in each season.

Section 3 The WBAL does not discriminate against any school based on color, creed, race or religion.

Section 4 Any violation of the WBAL Constitution or By-Laws or of any mandate by the WBAL Board of Managers may result in suspension or expulsion of a member from the WBAL. A two-thirds vote of the entire membership of the Board of Managers is required for suspension or expulsion.

Article VI –Supplemental Membership

Section 1 Non WBAL schools may apply for supplemental membership by requesting such affiliation by letter to the commissioner by January of the preceding year.

Section 2 Membership fees for supplemental members will be \$350 per team. Sports such as swimming, track and field, golf and cross country are considered single team sports. Baseball, basketball, volleyball, soccer, softball, tennis, and lacrosse could be multi-team sports (ie, JV and Varsity basketball teams equal \$700).

Section 3 To constitute a team as a supplemental member the school must have at least a minimum number of athletes on the team: swimming 5, golf 3 girls or 4 boys, cross country 5, tennis 8, and track and field 5.

Article VII - Meetings

Section 1 Regular meeting of the Board of Managers shall be held normally during the months of September, October, November, January, February, April, and

May. The date, time and place will be determined at the yearly scheduling meeting.

Section 2 Representatives from two thirds of the member schools constitute a quorum for the purpose of voting on any measure.

Section 3 The coaches shall meet two times per year, once for a preseason meeting and once for a postseason meeting. These meetings will be at a central location school.

Article VIII - Finances

Section 1 There shall be dues levied against all member schools for the maintenance of the league. Annual dues are \$2500 for single gender schools and \$3500 for coed schools. These dues are due in September each year.

Section 2 For interscholastic competition, the home team is responsible for paying officiating fee. The visiting team shall be responsible for its own traveling expenses.

Section 3 The WBAL shall not make loans, or incur any expenses beyond its means.

Section 4 In the event of the dissolution of the league all moneys held by the league shall be deemed to belong in equal shared to member schools.

Section 5 Administrative fees

- a) Dues will be set in the spring of each year for the following year by the Board of Managers.
- b) Annual dues for single gender schools is \$2500 and for coed schools is \$3500, due in September every year.
- c) Monetary Gift to the Board of Managers - The officers of the Board of Managers will receive a monetary gift for volunteering their services to the WBAL. Amount of gift to be determined at the final Board of Managers Meeting each school year. Currently the gifts are:

Commissioner	\$10,000
Assistant Commissioner	\$7,000
Treasurer	\$3,000

Article IX - Amendments and By-Laws

Section 1 Amendments to the constitution and the sport by-laws may be submitted at any regular meeting of the Board of Managers. Amendments will be come

effective immediately if approved by a two-thirds majority of the present voting members.

Section 2 All rules and regulations adopted by the Board of Managers but not stated in this constitution shall be classified as by-laws of the WBAL and these by-laws are binding upon all member schools.

Section 3 All recommendations for changes in the bylaws will be generated by the coaches at the postseason meetings. The idea must be approved by the Athletic Director of the presenting school and presented on the Bylaw Change Form at the Sports Committee Postseason Meeting.

Article X - Certification of Athletes

Section 1 **ATHLETIC ELIGIBILITY FORMS** - All students participating in interscholastic competition must be registered as an official member of a specific team on the prescribed WBAL eligibility form. The eligibility form must include level of competition (Varsity, Junior Varsity, or Freshmen) and certification of the eligibility of the athletes listed (scholastic, age, academic standing, etc.). The completed eligibility form must be sent to the league commissioner before the first league contest online or via email. Failure to do so may result in the forfeiture of all league contests played until the eligibility list is submitted.

Section 2 **ADDITIONS AND DELETIONS FOR TEAM SPORTS** (Basketball, Soccer, Softball, Volleyball, Baseball, and Lacrosse)

- A) A player may be moved to a higher-level team at any time during the season. Once league play has begun, no player on a higher level team may be moved to a lower-level team, except by consent of the Board of Managers. Once a player has officially entered a high level contest (not just put on the game day roster or sat on the bench) they will no longer be eligible for lower level play.
- B) Notification of additions to an eligibility list must be filed with the league commissioner prior to the student's participation on that team in a league contest. Failure to do so will result in the following penalty: the team in violation may forfeit all league contests in which the ineligible athlete played.

Section 3 **ADDITIONS AND DELETIONS FOR INDIVIDUAL SPORTS** (Cross Country, Swimming, Diving, Tennis, Golf, Track and Field,) Players may be moved from one level to another (both up and down) during the league season, but may not participate on different levels on the same day. It is not necessary to notify the league commissioner of such roster changes. However, if it found that a player was not included on any eligibility list for her particular sport, the

team(s) in violation may forfeit all points earned by that athlete in all league contests in which she participated before being added to the eligibility list.

Article XI - By-Law Violations

Penalties - When a two-thirds vote of the entire Board of Managers determines that a member school has violated any of the rules governing a specific sport or is in violation of the league constitution or by-laws, the school will forfeit the contest under question and be ineligible for the league championship, playoffs or any post-season (CCS) participation in the sport under question.

Article XII - Special Rulings

Section 1 Forfeitures - A game of contest shall be forfeited for the following reasons:

- a) Failure to play a scheduled opponent at the appointed time and place and/or failure to complete a scheduled game or contest.
- b) Failure to schedule sufficient and certified (Association) officials, proper facilities, and proper supervision and control which are necessary for the particular sport being played.
- d) Failure to give proper notice in the case of a proper postponement of a scheduled game or contest (see Postponements).
- e) Failure to provide for the rescheduling of a postponed contest during the regular League season or on League scheduled make-up dates.
- f) Unauthorized cancellations of a scheduled game or contest (see Cancellations).
- g) The falsification or misrepresentation of the reasons which were submitted for the postponement and/or cancellation of a scheduled game or contest.
- h) A school shall be subject to forfeiture of any contest in which an ineligible athlete participates for the school. Mitigating circumstances shall be considered in determining whether a forfeit shall be declared.
- i) Definition of mitigation circumstances:

Mitigating circumstances do not constitute justification or excuse of the offense. They are circumstances which in fairness and mercy, may be considered as extenuating or reducing the degree of moral culpability. Mitigating circumstances show that damages are not as great as might be claimed.

Example 1. Team using ineligible player did not gain significant advantage.

Example 2. School did not know and had no reason to know that the player was ineligible.

Note: The policy of mitigating circumstances allows for a forfeit if mitigating circumstances are present. The Eligibility Committee, made up of members of

the Executive Board, must decide whether in basic fairness a forfeit should be imposed. Mitigating circumstances must be considered in the decision.

Section 2 Postponements

- a) Scheduled game or contest - A scheduled game or contest may be postponed for the following reasons:
 1. Inclement weather
 2. The sudden loss of facilities, due to causes beyond the school's control.
 3. The school is closed due to an epidemic.
 4. Mutual consent of the athletic directors of the schools involved whenever the best interest of the students are to be served.
 5. Failure of assigned officials to appear or the unavailability of qualified officials.
- b) Procedure in case of postponement - The school seeking the postponement should notify the other school by noon of the scheduled day, if possible.
- c) Scheduled Playoffs and League Meets - Only the league commissioner can postpone a league playoff and/or league meet. (S)He will do so only after consultation with the playoff director. (Within forty-eight (48) hours of the scheduled event or contest.)
- d) If a team is late to a contest due to transportation or weather problems the host team will attempt to postpone the start time of the contest to give adequate warm up for the arriving team. Communication between coaches or Athletic Directors should have taken place to notify the host team regarding the conflicts of the traveling team. If same day postponement is not an option, the contest should attempt to be rescheduled.

Section 3 Cancellations

- a) Only the league commissioner can cancel a scheduled game or contest, a league playoff or league meet.
- b) The athletic directors of the competing schools, by mutual consent may request a cancellation whenever the best interest of the students are concerned.
- c) Requests for a cancellation, along with the reasons for same, must be submitted to the league commissioner.
- d) A postponed game or contest, approved by the league commissioner, may be canceled by the league commissioner and/or by the mutual consent of both schools, if such game or contest has no bearing on the final standings involving play-off teams.

Article XIII - Practice and participation

Each student shall be limited to one season of a particular sport for each school year. Starting dates for official sports practices are:

Fall Sports	August 14
Winter Sports	November 2
Spring Sports	February 1

"Official" means any formal or informal practicing or tryouts.

Article XIV - Officials

Section 1 Member schools shall secure all officials from a WBAL recognized association. It is understood that no official may officiate if he or she is not a member of a recognized officials association or is a student, alumni, parent or staff member of either school.

Section 2 Procurement and payment of officials shall be the responsibility of the home team.

Section 3 The minimum number of officials should be as follows, unless mutually agreed upon by both schools.

Volleyball	Varsity	2
	Junior Varsity/Frosh	1
Basketball	All Levels	2
	Soccer	Varsity
Softball	Junior Varsity	2
	Varsity	2
Baseball	Junior Varsity	1
	Varsity	2
Lacrosse	All Levels	2

Article XV - Awards/All League

Section 1 The following awards shall be given out to Varsity & JV Teams

<u>Sport</u>	<u>Plaque</u>	<u>Plaques</u>
G. Volleyball (F&S)	1 Team	15 individual
JV G. Volleyball (F&S)	1 Team	
G. Tennis (F&S)	1 Team	10 individual
JV G. Tennis (F&S)	1 Team	
B. Tennis	1 Team	10 individual
JV B. Tennis	1 Team	
G. Cross Country	3 Team	7 individual
	(1 st , 2 nd 3 rd place team plaque)	
	7 gold medals (1-7), 7 silver medals (8-14)	
JV G. Cross Country	1 Team	
B. Cross Country	1 Team	7 individual

	(1 st , 2 nd 3 rd place team plaque)
	7 gold medals (1-7), 7 silver medals (8-14)
JV B. Cross Country	1 Team
G. Golf	1 Team 6 individual
B. Golf	1 Team 6 individual
G. Basketball (F&S)	1 Team 15 individual
JV G. Basketball (F&S)	1 Team
B. Basketball	1 Team 15 individual
JV B Basketball	1 Team
G. Soccer (F&S)	1 Team 20 individual
JV G. Soccer (F)	1 Team
B. Soccer	1 Team 20 individual
JV B. Soccer	1 Team
G. Softball	1 Team 15 individual
B. Baseball	1 Team 18 individual
JV B Baseball	1 Team
G. Track	1 Team 30 individual, Individual event medals (G, S, B, & ribbons for 4-6 place)
JV G. Track	1 Team
B. Track	1 Team 30 individual, Individual event medals (G, S, B & ribbons for 4-6 place)
JV B. Track	1 Team
G. Swimming	1 Team 20 individual Individual event medals (G, S, B & ribbons for 4-6 place)
B. Swimming	1 Team 20 individual Individual event medals (G, S, B & ribbons for 4-6 place)

Section 2 Commissioners Cup

The Commissioner's Cup will be awarded to the school that has accumulated the most points through varsity league play. There will be one cup per gender. The points will be awarded based on the final league standings at the Varsity Level. The points will be awarded as follows:

<u>Girls</u>		<u>Boys</u>	
1st Place Foothill	13 points	1 st Place	7 points
2nd Place Foothill	12 points	2 nd Place	6 points
3rd Place Foothill	11 points	3 rd Place	5 points
4th Place Foothill	10 points	4 th Place	4 points
5th Place Foothill	9 points	5 th Place	3 points

6th Place Foothill	8 points	6 th Place	2 points
7th Place Foothill	7 points	7 th Place	1 point
1st Place Skyline	6 points*		
2 nd Place Skyline	5 points		
3 rd Place Skyline	4 points		
4 th place Skyline	3 points		
5 th place Skyline	2 points		
6 th place Skyline	1 point		

* if 6 teams in Foothill, then Skyline 1st place will get 7 points and everyone will move up one spot.

If there are less than thirteen (girls) or seven (boys) league teams, then the seventh place (or sixth, fifth, etc.) points will not be distributed. Point total for ties will be awarded by combining the total number of points earned by those schools and dividing by the number of teams that tied. If there is a tie at the end of the season, the team with the most Varsity League Championships will be awarded the Cup. The Cup will be awarded in May.

Section 3 All League Selection

GOAL: Get top x number of players on 1st team

There no limit on nominations per school

If coach or school rep is not present then another school could nominate another team's player

Total honors equals 2 times number of starters + MVP

Volleyball = MVP + 7 First Team + 7 Second Team + undetermined number of Honorable Mention

There is flexibility as to number on 1st team. Goal is number of starters, but if a tie then could be x+1 or x-1.

Section 4 Process

1. All coaches come in with nominations of their players. Chairperson asks for nominations regarding any team not present.
2. Put up nominations for 1st team from any school.
3. Choose MVP from that list (MVP will not be part of 1st team).
4. Whoever is left, determine who is weakest, does not belong on 1st team. Chairperson starts this discussion by saying who should be off. If no consensus then go to a vote. All voting will be done by a show of hands – no secret ballots.
5. Keep weeding out until get to number of starters.
6. Those crossed off 1st team will be placed as nominations for second team.
7. Fill in with nominations for 2nd team.

8. Weed out until get to number of starters. Those who were originally on 1st team nominations are not automatic 2nd team winners.
9. Honorable Mention is anyone who is nominated by their coach.
10. Any statistics used will only be from league play.
11. There will be a separate MVP and All League for each division.

Section 5 Senior Flowers

Flowers will be presented to the seniors from all league schools at the Championship Meet in Swimming, Track and Field and Cross Country.

Article XVI - General Rulings

Section 1 Any official league communications with or to CCS or State CIF office shall be sent through the League Commissioner with their approval.

Section 2 The penalty for the intentional violation of a WBAL By-Law shall be a one year suspension from the sport in which the violation occurred.

Section 3 Sport Commitment - Member schools shall commit themselves in writing to participation in specific sports (level and type) at the February Board of Managers.

Section 4 League Championships - The league will recognize League Champions in the Varsity level, by division, and on the JV Level as appropriate.

- a) The League Champion in soccer, tennis, volleyball, basketball, golf and softball, baseball, and lacrosse shall be determined by the results of the League round robin play.
- b) The League Champion in track and swimming shall be determined by the result of the League meet.
- c) The League Champion in cross country will be determined by the results of the combined score of the three meets (25/25/50).
- d) In the event of a tie for first place, co-champions will be declared.
- e) A Junior Varsity League Champion will be awarded if there are a minimum of 5 JV teams. A team plaque will be the only award for JV.

Section 5 Schedules - Schedules shall be prepared by the Assistant Commissioner and will be presented to the Board of Managers for board discussion and final approval.

Section 6 Schedule Changes

- a) Schedule changes are coordinated/approved by school athletic director at the April Board of Managers Meeting. After that point, changes should be kept to a minimum.

- b) Any changes must be agreed upon by all involved schools.
- c) Any change must be made as far in advance as possible.

Section 7 League Meets and CCS Qualifying Tournaments

- a) There shall be a League Championship meet in the following sports:
Track and Field, Swimming
- b) There shall be a CCS Qualifying Tournament in the following sports: Tennis, Golf, Cross Country

Section 8 Method for breaking ties in League standings (**For CCS Advancement only**):

- a) Head to Head competition (win vs loss)
- b) Second round record
- c) Head to Head competition with the next highest finishing team (2nd, 3rd, 4th, etc.)
- d) Winner of originally scheduled second round game
- e) Coin toss

Section 9 Host responsibility for any necessary league tournament shall be determined by the Board of Managers.

Section 10 Central Coast Section Meets and Playoffs

- a) Each school (rather than the league) shall be responsible to see that its qualifying individuals and/or teams maintain eligibility in Regional, Sectional and State Competition. Proper paperwork, meetings, and deadlines are the responsibility of individual schools.
- b) CCS Entries for Cross Country, Golf, Track and Field, Swimming (only results from League Championships) will be submitted by the Sport Chairperson.
- c) An individual and/or team shall not be withdrawn from such competition without the approval of the principal. Such competition shall have priority over any other sport activity. Schools should encourage their athletes to continue in CCS Playoffs for the educational and athletic benefits.
- d) Any school that wants to be considered for the CCS playoffs under a “special circumstance” provision must get board approval on a case by case basis. The school must contact the commissioner, then bring the request to the BOM for approval.

Section 11 All League Teams shall be selected by the processes outlined within the All-League Selection Guidelines in the Appendix of the Constitution.

Section 12 A school representative (non coach of the contest) must be present at all

home basketball games to control and to report to the commissioner any transgressions by either team. In accordance with this, the home team has the right to ask any spectator to leave due to inappropriate behavior. If an incident does occur, use the CCS Incident Report, and send it to the League Commissioner within three (3) days.

Section 13 A player/coach ejection from a contest will automatically result in a one game suspension. (Individual sports that have stricter rules will supersede this rule.) The WBAL has an appeal process for players or coaches who are ejected from any contest.

- a) The Athletic Director appeals to the commissioner and officers (or Appeals Committee – Athletic Directors from three non involved schools) within 24 hours of the incident.
- b) Committee will convene and make a ruling on the case
- c) There are no appeals of the Appeals Committee/Officers decision.

Section 14 Eligibility - A player is eligible who meets the eligibility requirements set forth on the WBAL Sports Eligibility Form:

- a) Players listed on the WBAL Sports Eligibility Form as Freshman, Junior Varsity, or Varsity. Movement from level to level of a sport is determined by the requirements stated on the Eligibility Form.
- b) Any player violating WBAL eligibility rules becomes immediately ineligible at the point the violation occurred. All contests in which the ineligible player participated shall be subject to forfeiture, or loss of points earned by that player.
- c) All eligibility forms must be submitted by email to the commissioner by the first league contest.

SPORT BY-LAWS

Baseball (Boys)
Basketball (Boys & Girls)
Cross Country (Coed)
Golf (Boys & Girls)
Lacrosse (Boys & Girls)
Soccer (Boys & Girls)
Softball (Girls)
Swimming (Coed)
Track and Field (Coed)
Tennis (Boys & Girls)
Volleyball (Girls)

Article I – Baseball

100: Practice

- a) "Organized practice" is defined as a practice which is attended by four players and a coach, and at which the coach directs, instructs, and drills the player, players, and/or the whole team.
- b) Off-season conditioning and weight training is not considered "organized practice" as prohibited in the previous section.
- c) Starting dates of "Organized Practice" shall be scheduled by the Board of Managers. Fall sports August 14, Winter Sports November 2, Spring Sports February 1.
- d) Practices will be limited to no more than 2 ½ hours.
- e) Organized practice shall be defined as a practice which is attended by a coach and 4 or more players and at which the coach directs, instructs, or drills the player(s) and/or team

101: Schedule

- a) A double round robin schedule shall be played each year by the varsity team.
- b) Teams are allowed a maximum of 27 contests (game for game, including tournaments), not including CCS and League Play-offs
- c) Two scrimmages are allowed, they do not apply to the 27 game limit
- d) Individual schools have the option of fielding a Junior Varsity team.
- e) All games shall be played according to the current official baseball rulebook of the National Federation.

102: Games

- a) Starting Time for league games will be 4 pm.
- b) All games will be 7 innings; there will be no 10 run rule.
- c) In the event of weather, darkness or some other event that does not allow the game to be a complete 7 innings, the contest is considered a suspended game and must be completed in its entirety, unless both teams mutually agree to call it a completed game. If a suspended game happens in the first round it will be completed on the same day as the second round game, with the suspended game to be completed before the regularly scheduled game. If such a situation occurs during the second round the teams will schedule a date and time to complete the game at the earliest possible mutually agreeable date.
- d) Games that are rained out will be made up in the same week or during the following week if possible. No more than three league games should take place in one week
- e) There shall be two umpires. When there is only one umpire he shall work behind the plate. If there is only one umpire for a varsity game, the game shall proceed as scheduled.

- f) There will be no live on field batting practice before games.
- g) The visiting shall have no less than 15 minutes of pre game infield practice. The home team should begin infield practice no later than 30 minutes before the scheduled start time. The visiting team should begin infield practice no later than 15 minutes before the scheduled start time. By mutual consent the visiting team may take infield first.
- h) The WBAL will **not** use the speed up rules. (i.e. – **no** courtesy runners for the pitcher and or catcher)
- i) Pitchers are limited to 30 outs in a week, Monday through Saturday. (double and triple plays which take a pitcher over the limit are not penalized) – CIF rule.
- j) Protests are allowed and must be filed with the league commissioner with 24 hours of the completion of the protested game. The league commissioner has the final say in all protests.

103: Equipment

- a) Any National Federation High School ball may be used in league play although it is recommended that the CCS tournament ball be used (Rawlings)

104: Score keeping

- a) The Home Team is the official book.

105: Crowd control

- a) The home school has every right to ask any home or visiting spectator to leave due to inappropriate behavior.
- b) If an incident does occur, fill out the CCS incident form and send it to the league Commissioner.

106: Tie Breaking Procedure (**For CCS Advancement only**):

- a. Head to Head competition
- b. Second round record
- c. Head to Head competition with the next highest finishing team (2nd, 3rd, 4th, etc.)
- d. Fewest Runs allowed in League Contests
- e. Coin toss

Article II – Basketball

200. Practice

- a) "Organized practice" is defined as a practice which is attended by four players and a coach, and at which the coach directs, instructs, and drills the player, players, and/or the whole team.
- b) Off-season conditioning and weight training is not considered "organized practice" as prohibited in the previous section.
- c) Starting dates of "Organized Practice" shall be scheduled by the Board of Managers. Fall sports August 14, Winter Sports November 2, Spring Sports February 1.

201. Games

- a) All games shall be played according to the current National Federation Basketball Rule Book published by the National Federation of State High School Association including California Modifications.
- b) The length of quarters for League games shall be

Varsity	8 minutes
Junior Varsity, Frosh	7 minutes
- c) The official game ball for league games shall be any ball accepted in the National Federation Rule Book.
- d) Artificial noise makers are not permitted at league games.
- e) Recommended start times 3:30 Frosh/ 5:00 JV/ 6:30 Varsity, recommended unless mutually agreed upon by both schools.
- f) If a quad game then game times 3:00 JV Boys/ 4:30 JV Girls/ 6:00 Var Girls/ 7:30 Var Boys. JV Boys and girls will flip time slots each year.

202. Officials

- a) There should be two referees, an official timer and an official scorer for all games.
- b) Referees for all varsity and junior varsity games shall be members of a recognized officials association.
- c) Game officials shall be secured by the home team.
- d) The official scorer and timer should be qualified and experienced in their respective duties.

203. 1. Girls Playoffs

- a) League champion will be determined by winner of double round robin. The league champion will be the first team to be put up on the board for CCS Seeding.
- b) Top 10 teams (both divisions) will compete in playoffs for 4 (girls) and 2 (boys) CCS automatic berths

Girls:

- 1) Foothill top 2 get 1st and 2nd round bye
- 2) First Round – Tuesday: F3 vs S4, F4 vs S3, F5 vs S2, F6 vs S1 @ higher seed
- 3) 2nd Round – Thursday: F3/S4 vs F6/S1 winner, F4/S3 vs F5/S2 winner @ higher seed
- 4) Semi finals – Friday F1 vs F4/S3-F5/S2 winner, F2 vs F3/S4-F6/S1 winner @ hosted site
- 5) Finals – Saturday @ hosted site

204. CCS Advancement

- The four automatic qualifying girls berths will go to the playoff semifinal teams.
- First and second place boys teams will receive automatic berths.
- CCS at large qualifiers .500 record in league, .500 record out of league, .500 overall record

205. Crowd Control

- a) The home school has every right to ask any home or visiting spectator to leave due to inappropriate behavior.
- b) If an incident does occur, fill out the CCS incident form and send it to the league commissioner.

Article III - Cross Country

- 300: Official Rules - The current issue of the National Federation rule book will be used.
- 301: Practice
- a) "Organized practice" is defined as a practice which is attended by four players and a coach, and at which the coach directs, instructs, and drills the player, players, and/or the whole team.
 - b) Off-season conditioning and weight training is not considered "organized practice" as prohibited in the previous section.
 - c) Starting dates of "Organized Practice" shall be scheduled by the Board of Managers. Fall sports August 14, Winter Sports November 2, Spring Sports February 1.
- 302: Team Make-Up
- Varsity teams shall be composed of not less than five runners and not more than seven runners; a team unable to field a minimum of five runners will forfeit to the other team or teams, but those runners can run as individuals.
- a) Any runners beyond the 7th runner must enter the JV race.
 - b) Teams must run their fastest 7 as the varsity, as best determined by the coach.
 - c) A JV team race will be composed of teams with a minimum of 5 runners per team with no maximum.
- 303: Scoring
- a) Only the first 5 finishers for each school shall be scored for team points, but a school's 6th and 7th runners may displace another school's finishers to a lower placing.
 - b) In the event of a tie, National Federation Rules will apply. Compare the 6th place finishers from the tying teams. The team with the best sixth place finisher shall prevail. If one team does not have a sixth place finisher, the team with the sixth place finisher shall prevail. If only five competitors of tying teams finish, the tie shall be resolved by totaling the scores of the first four finishers.
 - c) Varsity and JV Runners will be scored separately in separate races.
- 304: League Meets
- a) There shall be three meets involving all of the participating schools. The first two meets count 25% toward deciding the league champions, and the last meet counting 50%. Teams not finishing at least five runners will be considered in last place for that race. If multiple teams do not finish at least 5 runners, then the team with the higher number of athletes finishing will place ahead of the

other incomplete teams. If there are incomplete teams that finish with the same number of athletes, those athletes' places will be added to determine a "score" and the team with the lowest score will place ahead for that race in the team standings. Below is a sample of the scoring used for determining league standings:

<u>Team Finish</u>	Points Awarded for <u>League Standings</u>
First Place Team	1 x 25% = .25
Second Place Team	2 x 25% = .5
Third Place Team	3 x 25% = .75
Fourth Place Team	4 x 25% = 1.0
Fifth Place Team	5 x 25% = 1.25
Sixth Place Team	6 x 25% = 1.50
Etc.	

- b) The location and dates of the three meets will be decided on by the Board of Managers, usually upon the advice of the Cross Country committee.
- c) All of the schools in the league will run together as one league – no divisions.
- d) At league meets there will be four races – JV Girls, JV Boys, Varsity Girls, Varsity Boys.
- e) Starting order for the races will rotate each year based on CCS Championships race order.
- f) Suggested start times for races 3:00/3:30/4:00/4:30. The Final meet will start 2:30/3:00/3:30/4:00.
- g) If an athlete does not finish a race, the coach needs to indicate this status to the official timer.

305: WBAL Final Meet

- a) The teams and individuals who advance to the CCS Championships will be determined by the results of the third meet only. The top half of the league (rounded up) will advance to CCS
- b) Medals will be distributed for the top 14 Varsity runners at the WBAL Final Meet – runners 1-7 gold, 8-14 silver.
- c) There will be a team JV Champion award based on the results of the Final Meet.
- d) Runners must have participated in one of the two preliminary league meets in order to participate in the finals. Extenuating circumstances may petition to BOM to allow participating.

306: CCS Advancement (from the CCS Cross Country bylaws)

1. Team Advancement

- a) Half (rounding up) of the teams competing in each League Meet advance to the Sectional Meet.

b) All Leagues are guaranteed at least one (1) team in each Division that they have represented in their league.

c) If a team does not automatically qualify for the Section Meet at its League Championship Meet, it will qualify as an At-Large Entry if it meets the qualifying condition:

1) The combines time for a team's top five (5) runners (team time) at its League Finals is less than the average of the median team for 1997 and subsequent years at the Section Meet for the Division in which the team competes.

2. Individual Advancement

a) Each league qualifies the top three (3) individuals (not on a qualifying team.)

3. When two (2) or more basic Leagues join together to form supplemental Leagues, the following shall apply:

a) When supplements Leagues are formed, and each of the two (2) or more leagues currently have Automatic Qualifiers for the CCS Tournament, the new supplemental leagues shall retain the total of their previous Automatic Qualifiers (e.g. League A and B each have three (3) Automatic Qualifiers. When the new supplemental leagues are formed, combining A and B they will have a total of six (6) Automatic Qualifiers).

b) The League Board of Managers having governance authority over the supplemental Leagues shall determine in its bylaws how those Automatic Qualifiers shall be allocated from the supplemental Leagues. In the absence of a basic league tournament to determine Section qualifiers, the basic league MUST allocate an automatic berth to each of the supplemental League Champions.

307: Course Lengths

The course length shall be a minimum of 2.8 miles and a maximum of 3.2 miles for all WBAL competitions.

308: Awards

a) A League MVP and First and Second Team All League will be chosen at the post season meeting for the varsity team only.

b) League Championship will be determined by the results of the three league races at a percentage of 25/25/50.

309: Crowd control

a) The home school has every right to ask someone from the home or visiting school to leave due to inappropriate behavior.

b) If an incident does occur, fill out the CCS incident form and send it to the league commissioner.

Article IV - Golf

400: Practice

- a) "Organized practice" is defined as a practice which is attended by four players and a coach, and at which the coach directs, instructs, and drills the player, players, and/or the whole team.
- b) Off-season conditioning and weight training is not considered "organized practice" as prohibited in the previous section.
- c) Starting dates of "Organized Practice" shall be scheduled by the Board of Managers. Fall sports August 14, Winter Sports November 2, Spring Sports February 1.

401: Number of Contests

- a) There shall be a limit of 18 matches played per season, including league matches, practice matches and tournaments. Any tournament lasting up to two consecutive days will be counted as one (1) contest, regardless of how many holes are played. Additional days of competition in that same tournament, whether or not they are consecutive, will count at the rate of one (1) contest per day, regardless of the number of holes played.
- b) League finals, district, CCS sectional, CCS regional, Northern California and State Tournaments do not count as part of the 18 match limit.
- c) Competition in league is authorized on the varsity level only.
- d) All players will be limited to 18 total matches per season.

402: Rules

- a) Except as modified by these by-laws, the current edition of *The Rules of Golf* from the United States Golf Association shall govern all play.
- b) There shall be one (1) recognized team, consisting of a maximum of six (6) players for all WBAL matches.
- c) A coach (or representative of the school) must be present and remain at the course for the entire match.
- d) Summer rules shall be played, unless the home coach and/or course decide to play winter rules.
- e) There shall be a mandatory Rules and Etiquette Clinic arranged by the chairperson before the beginning of the league season, but after school starts. All teams and coaches must be present.
- f) For WBAL dual match contests, the following scoring rules shall apply:
 1. Matches shall be played over nine (9) holes.
 2. All play shall be stroke play, with no handicap.
 3. Team scores shall be the total aggregate score of the best 4 out of 6 scores for girls and the best 5 out of 6 scores for boys. The highest two

scores for girls and the highest score for boys will not count in the team total.

4. Team tie scores will be resolved by comparing the total score of each team's top 4 scores for girls and top 5 scores for boys, starting with the last hole and working backwards until one team wins. If multiple players on a team have the same 4th best (girls) or 5th best (boys) score for the match, the coach must designate which of the players' scores will be used in the tie-breaking process. Once the tie-breaking process has begun, the selection of golfers cannot be changed.
 5. The maximum score on any hole is double par plus one (1).
 6. Embedded ball rule – A ball embedded in its own pitch mark on the green may be lifted, cleaned and dropped.
 7. If a girls' team has only three players, they may use a score of double par plus nine for the fourth score. If a boys' team only has four players, they may use a score of double par plus nine for the fifth score.
 8. If a girls' team has fewer than three players, they will forfeit the match. If a boys' team has fewer than four players, they will forfeit the match.
- g) All dual matches will be played from the forward most regular women's tees for girls and the men's regular tees for boys.
- h) For league won/loss records, no more than four wins can count without at least four players physically playing for girls and five players physically playing for boys.
- i) League play will consist of a double round robin schedule, with a home and home format.

403: Match Management

- a) The host school is responsible for greens fees.
- b) A player must pick up his/her ball as soon as double par is reached. A ball picked up at double par is indicated by a circle on the score card. The score for a hole in which a ball is picked up at double par will count as double par plus one (1).
- c) Play ready golf. This should be encouraged by each team.
- d) Any group that falls one hole behind for a 3 hole period will be assessed a two stroke penalty.
- e) In case of inclement weather or darkness, in order to count as an official match, the final group must have completed a minimum of five (5) holes. Any holes unplayed will be scored as a double par.
- f) Caddies are not permitted in league play. The use of pull carts is permitted if allowed by the golf course. The use of motorized golf cars is prohibited.
- g) If allowed by the golf course, spectators are allowed but may not speak to players or assist the players regarding pace of play or rules questions.
- h) Coaches are allowed to give advice to players.

- i) Uniform scoring sheets shall be used by each league school.
- j) Any dispute over rules interpretations among players are to be settled, if possible, immediately by the players. If there is any doubt, an optional ball is to be played along with the original, and coaches are to settle the dispute before score cards are signed. Coaches are encouraged to ask for help from the golf course professional when possible or necessary.
- k) All players must wear appropriate length shorts (if allowed by the course), pants, skirts, and shirt with collars or turtlenecks. Jeans of any kind are never allowed. Coaches may not allow any of their own players to break this rule, and a player will not be allowed to play until properly attired.
- l) Each coach will send to the other coaches, a list of their local course rules pertaining to dress, conduct, expected behavior, directions to the course and where to park, prior to the start of the season.
- m) At each dual meet site, the home team coach will be designated as the match director and will have the following duties: prepare score cards and starting line-ups and pairings, instruct players concerning special course rules or problems, identify regular tees for play, and oversee match.

405: Team League Champion

The WBAL team champion will be determined based on the winner of the double round robin play. In the case of a tie for first place following the completion of round robin play, teams tied for first will be declared co-champions.

For Girls CCS advancement only, the following criteria shall be used to break ties:

- a) Head-to-head win/loss record
- b) Second round win/loss record
- c) Head-to-head competition with the next highest finishing team (2nd, 3rd, 4th, etc.)
- d) Winner of originally scheduled second round game
- e) Coin toss

406: Section Tournament Automatic Qualification

1. Girls

- a) The round robin team champion will receive the automatic entry into the Section Tournament. In the case where more than one league champion exists, the tie-breaker described in Section 405 shall be used to determine which team receives the automatic entry.

2. Boys

- a) The round robin team champion will receive the first automatic entry into the Regional Tournament. In the case where more than one league champion exists, both teams will receive the two berths.

- b) If there is a league champion and a tie for second place in league finish, then the higher finisher of the second place teams at the league tournament will advance to the CCS tournament.

407: League Tournament

There will be a League tournament, played over 18 holes, at the end of the season. In the League Tournament, there will be no maximum score per hole (i.e. no maximum double par plus one); the ball must be holed out on every hole.

1. Girls

a) Criteria to participate in the League Tournament:

1. A player must have played in at least half of her team's league matches and have a league scoring average of 60 or below, or
2. be on the League Championship Team (that is going to the Section Tournament)

b) Teams

1. Teams will qualify as at-large entries into the Section Tournament if their average team score for four (4) players is equal to or better than 78% (without rounding) of the course slope for the golf course used for the League Tournament.

c) Individuals

1. The individual returning the lowest score in the League Tournament will qualify for the Section Individual Tournament.
2. Any individual, including members of qualifying teams, returning a score that is equal to or better than 78% of the course slope (without rounding) for the golf course used for the League Tournament will qualify for the Section Individual Tournament.

2. Boys

a) Criteria to participate in the League Tournament:

1. A player must have played in at least half of his team's league matches and have a league scoring average of 50 or below, or
2. be on the League Championship Team (that is going to Regional Tournament)

b) Teams

1. Using the best five (5) scores of a six (6) player team, the team that returns the lowest aggregate score, that did not receive the first automatic entry as league champion, will receive the second automatic entry into the Regional Tournament.
2. If there is a tie for the second automatic entry into the Regional Tournament, the tie will be decided immediately following the completion of play by a hole-by-hole play-off between the five (5) best scoring players on the tied teams. If daylight, or the golf course, does not permit a play-off, the USGA recommended method of

matching score cards shall be used to break the tie. If matching score cards, the winner shall be determined by the lowest aggregate total score of the tied teams' top five players for holes 10 through 18. If the teams have the same score for the second nine, the aggregate scores for holes 13 through 18 will be used, then holes 16 through 18 and finally the 18th hole. If multiple players on a team have the same 5th best score, the coach must designate which of the players' scores will be used in the tie-breaking process. Once the tie-breaking process has begun, the selection of players cannot be changed. If the tie-breaking procedure involving the top five scores for each team fails to resolve the tie, the score for the sixth (dropped) player's score shall be added to the team totals. If the addition of the sixth player's score fails to resolve the tie, the USGA recommended method of matching score cards shall be used with six players. If the event that a tie still exists after matching score cards with six players, the tie shall be broken by coin toss.

c) Individuals

1. The top three male finishers that are not members of a qualifying team will qualify for the Regional Individual Tournament.
2. A tie for the last individual qualifier's place will be decided immediately following the completion of play by a hole-by-hole play-off. If daylight, or the golf course, does not permit a play-off, the tie will be broken using the USGA recommended method of matching score cards. If matching score cards is used to break the tie, the winner will be determined based on the best score returned for holes 10 through 18. If the tying players have the same score for the last nine, the winner will be determined using holes 13-18, 16-18 and finally the 18th hole. If matching score cards fails to break the tie, the winner shall be determined by coin toss (two players) or blind draw (three or more players).

408: Awards

The league's team champion will receive a WBAL plaque and six (6) small plaques for team members.

409: Special Rulings

- a) Canceled matches will be rescheduled when possible. Coaches involved are responsible for rescheduling and must notify the league chairperson of the change. Matches necessary to determine the team League Champion or runner up will have first priority.
- b) If a player is forced to retire because of an illness or injury, he/she will be given a score of double par plus one for all unfinished holes. The withdrawing

player must inform his/her coach of the illness/injury and officially withdraw from the match prior to leaving the area.

- c) Any reckless, dangerous, and/or impulsive action such as throwing a club, hitting a ball or any other object in anger, burying a club head in the ground, loud swearing, or any other action not conducive to the game of golf will immediately disqualify a player from the match and suspend the player from the next league match.
- d) Any player that quits during a match, or knowingly breaks a disqualifying rule, will receive a score 10 strokes higher than the highest score returned in the match.

Article V – Lacrosse

500: Practice

- a) "Organized practice" is defined as a practice which is attended by four players and a coach, and at which the coach directs, instructs, and drills the player, players, and/or the whole team.
- b) Off-season conditioning and weight training is not considered "organized practice" as prohibited in the previous section.
- c) Starting dates of "Organized Practice" shall be scheduled by the Board of Managers. Fall sports August 14, Winter Sports November 2, Spring Sports February 1.

501. Rules

Until the NFHS publishes a separate rules book for girls' lacrosse, the US Lacrosse Rules Book for girls' lacrosse shall govern.

503. Team Makeup

WBAL girls' lacrosse teams will consist of varsity and junior varsity. Varsity and junior varsity teams may be composed of CIF eligible students in grades 9-12.

504. Player Movement Between Team Levels

In any given season, once a student has played in a league game on a higher squad level, the student may not play in league games at a lower level. Regardless of the league status of an athletic competition, a student may not participate in two squad levels of the same sport in the same day. They may not play in excess of the 20 total contest limits.

505. Jamboree

A jamboree must be sponsored by the league/conference for member schools only. It must be held in one continuous time period during one day. Participation will not count against the maximum games limit provided: the total time of participation or equivalent measurement (i.e. innings in softball or baseball) for each school does not exceed that of one regular game in the respective sport. Penalty for violation: an activity between schools, declared a Jamboree, but does not follow the definition of a Jamboree, will be declared a contest(s).

506. Maximum Contests

WBAL girls' lacrosse teams will be permitted to compete in a season maximum of 20 contests as specified by CCS plus one interscholastic scrimmage. Each regular season contest (game) counts as one contest. A tournament will count as the number of contest guaranteed to each team. Each day of tournament or invitational play counts as one contest regardless of the number of games actually

played if they are less than regulation length. Teams are limited to a maximum of three tournaments. The WBAL end of season league tournament and Playoff games do not count toward the maximum. Any team exceeding the maximum number of contacts shall receive the following year a penalty of two times the number of games exceeding the limit.

507. Scrimmage Rules

- a. Each team will be permitted unlimited scrimmages.
- b. Scrimmages may be held on any day (except Sundays).
- c. All participants in interscholastic scrimmages must be eligible in accordance with general eligibility.
- d. Scrimmages may not be held with non-high school teams or individuals
- e. No score may be kept.
- f. No admission may be charged.

508. Competition Against Club Teams

School teams may not compete against club teams, either in or out of state. School teams considering competition against a school team in a state which does not sanction high school lacrosse must receive prior approval from CIF/CCS.

509. Sanctioned Tournament/Invitational Events

CIF/CCS sanction is necessary for all tournaments at all levels (varsity and junior varsity). Tournament/invitational directors must provide the high school officials assignor with a copy of the tournament sanction issued by CIF/CCS office before officials may be assigned. Please check the CIF/CCS website for approved tournaments. You must apply by December 1 to host a tournament.

510. Post Season Tournaments

Neither pre or post season games shall be authorized before or after the close of the regularly scheduled athletic activity season unless approved by the Board of Managers. These games also need CCS/CIF approval.

511. Incident Report & Ejection Rule

- a) Any official issuing a red card to an athlete must file a report with the CCS Commissioner. The player will be suspended from the remainder of the current game and from the next scheduled game or contest. In the event of an individual performing in a tournament, the next scheduled game may be on the same day as the ejection. Suspension for ejection is to be served immediately with no differentiation between league or non-league contest.
- b) Any official issuing a yellow card to a player must also ensure that the cards are recorded on the official book and reported to appropriate persons.

512. Eligibility Violations

The deliberate or inadvertent violation of the conditions of a student-athlete's eligibility results in the forfeiture of all contests in which the ineligible student participated. It is within the jurisdiction of the WBAL Commissioner, upon his own or any member school's initiative, to judge the eligibility status of a student-athlete.

513. League Play

All teams in the league will play a double or triple round robin format in each division, with schools playing one home and one away game. Postponed league contests, which cannot be re-scheduled, must be considered as a forfeit by the school requesting the postponement. Forfeits shall be avoided if at all possible.

514. Game Day / Facility

Host responsibilities are outlined in the US Lacrosse Rule Book. The home team is the official book. Home team is responsible for providing qualified and experienced scorer and timer. There should be two officials, a timer and a scorer for each game. If a playing field is non-conforming to standards in Rule Book, then school/coach must inform all other school opponents and procure agreement from all opponents that they accept to play on described non-conforming field.

515. Length of Contests

- a) The game time for girls is in accordance with the US Lacrosse Rule Book.
- b) For girl's junior varsity level contests, the game time may be negotiated by the coaches and is often based upon anticipated remaining daylight.
- c) Varsity games will precede junior varsity competitions scheduled for the same day and field.

Note: If there are emergency situations, which warrant an alternate game time, changes may be made by mutual agreement of the coaches with the permissions of the athletic directors. Further, game officials reserve the right to use an alternative game time if they believe safety is an issue.

516. Tie Game

Girl's games will follow US Lacrosse Rule Book procedures.

517. Tie Division Standings

All ties must be broken and standing set prior to the playoffs. The procedures listed below will be followed in order until the tie situation is resolved.

- a) Won-Lost versus each other.
- b) Won-Lost versus teams above in the standing in order of finish.
- c) Won-Lost versus team(s) below in the standing in order of finish.
- d) Goals differential with teams tied or above.

- e) Goals against teams tied or above.
- f) If still a tie, coin flip by commissioner.

518. Championships Awarded

- a) Varsity championships shall be awarded to the winners of the end of season WBAL Tournament.
- b) The varsity girls' championship tournaments participants will be the 1- 4 teams of the Foothill division and the 1-2 teams of the Skyline division as determined by the final league standing and the tie breaker procedures.
Girls WBAL League Championship Tournament 2009: There will be a total of four berths for the Foothill Division, and two for the Skyline Division. Foothill 1 & 2 receive a bye for the first round.
Tuesday- First round: S1 vs F4, S2 vs F3.
Thursday- Second round (Semis): F1 vs. S2/F3 winner, F2 vs. S1/F4 winner. Games played at higher seed.
Saturday - Championship. Site predetermined at conclusion of prior season when possible.
- c) Junior varsity championships shall be decided by the final league standings. Ties for first place will result in co-champions being declared.

519. Uniforms

The home team must wear white colored jerseys; the visiting team must wear dark colored jerseys. Schools with a single jersey color must have vests available. It is the coaches' responsibility to confirm uniform colors for the teams prior to the game.

522. All Star Games

All star games will follow CIF Article 9 instructions located at:
(<http://www.cifstate.org/Constitution/BylawPDF/900Series.pdf>).

523. Preconditioning

A high school may conduct physical condition sessions during the winter prior to the opening date of authorized lacrosse practice. There will be no contact or equipment used such as helmets & pads. Balls and stick are also not allowed. All conditioning sessions will be held at the schools' regular practice fields.

524. Postponement Procedures

- a) Game postponement must be decided by the home school athletic director by 12:00 noon of game day. Home coaches have the responsibility of notifying the officials of canceled games, and date/site of game(s) to be replayed. They will leave instruction for cancellation with the receptionist in the main office.

- b) Postponed contests shall be rescheduled by coaches with the approval of athletic director. It shall be the home school's responsibility to notify the assignor and the office of the WBAL Commissioner of the date and time of the rescheduled contest.
- c) Postponed contests must be made-up on the next playable day.
- d) If more than 24 hrs prior to scheduled contest, contact the Assignor, and he will notify the officials.
- e) If less than 24 hrs prior, home field school must contact assigned officials via email and cell. If coach fails to notify in proper time, school will be billed, officials are paid.

525. Officials Association – Rules Interpretations – Assignment

Girls' officials will be assigned by Northern California Women's Lacrosse Umpires Association (NCWLUA).

Two officials are required per game. For girl games the home team will be responsible for the payment of officials' fees billed at the beginning of the season. Linda Thayer (National Umpire) is the Rules Interpreter for CIF Girls' Lacrosse. Coaches must follow Assignor's instructions to make sure games are loaded into Arbiter, and that schedule is accurate.

Proposed Addition/Amendment to general WBAL bylaws: see (a/f)

Section 4 League Championships - The league will recognize League Champions in the Varsity level, by division, and on the JV Level as appropriate.

- a) The League Champion in soccer, tennis, volleyball, basketball, golf and softball, baseball, and lacrosse shall be determined by the results of the League round robin play.
- b) The League Champion in track and girls swimming shall be determined by the result of the League meet.
- c) The League Champion in cross country will be determined by the results of the combined score of the three meets (25/25/50).
- d) In the event of a tie for first place, co-champions will be declared.
- e) A Junior Varsity League Champion will be awarded if there are a minimum of 5 JV teams. A team plaque will be the only award for JV.

PROPOSED ADD

- f) The League Champion in lacrosse shall be determined by the result of the League Championship Tournament contest; Division Champions are determined by the results of the round robin play in each.

Article VI - Soccer

600: Practice

- d) "Organized practice" is defined as a practice which is attended by four players and a coach, and at which the coach directs, instructs, and drills the player, players, and/or the whole team.
- e) Off-season conditioning and weight training is not considered "organized practice" as prohibited in the previous section.
- f) c) Starting dates of "Organized Practice" shall be scheduled by the Board of Managers. Fall sports August 14, Winter Sports November 2, Spring Sports February 1.

601: Officials

- a) All varsity and junior varsity soccer games shall be officiated using a three person, dual system of control (DSC).
- b) Officials shall be secured by the home team from a recognized soccer officials association.

602: Matches

- a) All games shall be played according to the current National Federation Soccer Rule Book, except for special WBAL rulings.
- b) League standings shall be decided, based on the following scoring system:

Win	3 points
Tie	1 point
Loss	0 points
- c) League Matches will be conducted on Wednesdays and Fridays for boys and Tuesday and Thursdays for girls, using an arrangement where junior varsity and varsity matches on the same day will be conducted as double headers.
- d) League play will consist of a double round robin schedule, with a home and home format.

603: Games

- a) All Varsity games will be two 35 minute halves with a 5 minute intermission for half time.
- b) If schools have lights or daylight is not a factor Junior Varsity games will be two 30 minute halves with a 5 minute intermission for half time. If darkness is an issue, in December games will be two twenty minute halves and in January games will be two twenty five minute halves.
- c) If the score is tied at the end of regulation it will be recorded as a tie.
- d) Games will be doubleheaders Varsity/JV time will be 3:00pm for Varsity and 4:15 for Junior Varsity.
- e) League playoffs will be two 40 minute halves with a 10 minute intermission

for halftime.

604: Section Tournament Automatic Qualification

1. Girls

- a) There will be a total of three CCS Berths for all girl's soccer teams. Two will automatically go to the winner and second place of the Foothill Division.
- b) In case of a tie for one of the berth the following tiebreaker process will be used to determine the placements:
 - i Head-to-head record
 - ii Second round winner
 - iii Second round total points
 - iv Total goals against for all league contests
 - v Coin flip
- c) There will be a one game play off game for the final berth between the Foothill Third place team and the Winner of the Skyline Division on the Friday before the seeding meeting. This game will be at a neutral site.
- d) If a match is still tied at the end of regulation, two mandatory ten-minute overtimes will take place.
- e) If a match is still tied at the end of two mandatory ten-minute overtimes, the official result will stand as a tie for both teams, and kicks from the mark will be used to determine who advances.

2. Boys

- a) The league champion will receive the first automatic qualification for the section tournament. In the case where more than one league champion exists, the following tiebreaker process will be used to determine the first automatic qualification:
 - i Head-to-head record
 - ii Second round winner
 - iii Second round total points
 - iv Total goals against for all league contests
 - v Coin flip
- b) In cases where three or more league champions exist, the tiebreaking structure used in Section 606(a) will be enforced. If a particular tiebreaking procedure eliminates one or more teams from contention but a tie still exists, the remaining tied teams will revert back to the first tiebreaker.
- c) The second, third, fourth, and fifth place teams after league play will enter into a single elimination league tournament, to be completed between the conclusion of the league season and the commencement of the section tournament, to determine the League Tournament Champion. The League

Tournament Champion will receive the second automatic qualification for the section tournament.

- d) The second seed will host the fifth seed and the third seed will host the fourth seed in the semifinals. The lowest remaining seeded team after the semifinals will host the league tournament final.
- e) All tournament games will be contested as described in Sections 601, 602, and 603 with the following exceptions:
 - i. If a match is still tied at the end of regulation, two mandatory ten-minute overtimes will take place.
 - ii. If a match is still tied at the end of two mandatory ten-minute overtimes, the official result will stand as a tie for both teams, and kicks from the mark will be used to determine who advances.

3. Placement on CCS Seeding board

– higher finisher in league will be placed on seeding board first, but does not necessarily be a higher seed (that is based on points).

605: Conduct

- a) Any player/coach sent off the field shall be suspended for a minimum of one league game. Any players/coach sent off the field for violent conduct as a result of fighting shall be suspended for a minimum of two league games.
- b) Any player receiving a yellow card must immediately be removed from the contest, to be reinstated at a later time at the coach's discretion.
- c) The League Commissioner shall be notified for all situations involving Red or Double Yellow cards.
- d) Any player who receives a two game suspension will be eliminated from All League Selection.

606: Crowd Control

- a) The home school has every right to ask any home or visiting spectator to leave due to inappropriate behavior.
- b) If an incident does occur, fill out the CCS incident form and send it to the league commissioner

Article IX – Softball

900: Practice

- g) "Organized practice" is defined as a practice which is attended by four players and a coach, and at which the coach directs, instructs, and drills the player, players, and/or the whole team.
- h) Off-season conditioning and weight training is not considered "organized practice" as prohibited in the previous section.
- i) c) Starting dates of "Organized Practice" shall be scheduled by the Board of Managers. Fall sports August 14, Winter Sports November 2, Spring Sports February 1.

901: Schedule

- f) A double round robin schedule shall be played each year by the varsity team.
- g) Individual schools have the option of fielding a Junior Varsity team.
- h) All games shall be played according to the current official softball rule book of the National Federation.

902: Length of game

- a) A ten run rule will be enforced after the 5th inning.
- b) A fifteen run rule will be enforced after the 3rd inning. At this time the game is officially over, but by mutual consent of the two coaches play can continue for the benefit of the athletes.
- c) If there is a loss of facilities, the score shall revert back to the last full inning to determine the winner.
- d) If the game is tied at the end of the 8th inning, the international tiebreaker will be implemented at the beginning of the 9th inning.
- e) In the international tie-breaker, the batter who immediately precedes the lead off batter for that inning shall be placed at 2nd base to start the inning.

903: Equipment

- b) The ball to be used will be the same ball used in the CCS Tournament.

904: Score keeping

- b) The visiting team has the option to have their scorebook keeper sit next to the home score book keeper.
- c) Score books shall reflect the same entries at the end of the game.

905: Crowd control

- c) The home school has every right to ask any home or visiting spectator to leave due to inappropriate behavior.
- d) If an incident does occur, fill out the CCS incident form and send it to the

League Commissioner.

- 906: Method for breaking ties in League standings (For CCS Advancement only):
- a. Head to Head competition
 - b. Second round record
 - c. Head to Head competition with the next highest finishing team (2nd, 3rd, 4th, etc.)
 - d. Winner of originally scheduled second round game
 - e. Coin toss

Article VIII - Swimming

800: Practice

- a) "Organized practice" is defined as a practice which is attended by four players and a coach, and at which the coach directs, instructs, and drills the player, players, and/or the whole team.
- b) Off-season conditioning and weight training is not considered "organized practice" as prohibited in the previous section.
- b) Starting dates of "Organized Practice" shall be scheduled by the Board of Managers. Fall sports August 14, Winter Sports November 2, Spring Sports February 1.

801: Meets

- a) All meets shall be run according to the Currently National Federation of State High Schools Association Swimming & Diving Rule Book.
 - i. Each swimmer will be allowed to swim in no more than four events.
 - ii. Each school can enter multiple relay teams per event
- b) The order of events as listed in the Swimming & Diving Rule Book shall be used for all meets unless changed by mutual consent of all the coaches and Meet Director.
- c) Meets will begin at 4:00 pm.
- d) Each school **must** provide three timers. Swimmers will not be allowed to compete unless their school provides three timers. The host school will provide the watches.
- e) There will be three entries in any event per school for varsity events and unlimited entries in junior varsity events.
- f) Lanes will be assigned even for visitors, odd for the home team.
- g) All dual meets will be scoring, and results will still be sent to the media.
- h) JV Events will be same as Varsity with the exception of:
 - 100 Individual Medley
 - 50 Butterfly
 - 50 Backstroke
 - 50 Breaststroke

802: League Championship Meet

- a) The WBAL Swimming Championship meet shall be held no later than one week prior to the CCS region competition and earlier than two weeks prior to the CCS region competition.
- b) The meet will be held at a site, which has a minimum of 6 lanes and meets with the approval of a majority of the swim coaches.
- c) The meet will be seeded by times. Entries are due to the Meet Director as posted on the entry form. All times must be of the current season.

- d) All entries must be sent electronically on the league entry form.
- e) Late entries will have a 24 hour window to be received and that school will be fined \$100 in order for the athletes to participate. No entries received after the 24 hour window will be accepted.
- f) Entries for the League Championships for girls will be **unlimited** for each school. Boys entries will be unlimited. Each swimmer will be allowed to swim in no more than four events.
- g) Each school **must** provide two timers (back up for timing system)
- h) League will pay for rental of timing system, if necessary.
- i) The meet may be a two day event with preliminaries on day one, and consuls (9-16 place) and finals (1-8 place) on day two. There will be no consuls for relays – just preliminaries and finals. Starting time for the league meet will be determined by the Swim Committee, depending on the number of swimmers competing.
- j) The top eight times from the preliminaries will be invited back for the finals on the second day. The top six times in the finals will be scored and those six individuals will receive honors (Place 1-3 medals, Place 4-6 ribbons).
- k) In the relays the school qualifies as a team.
- l) A swimmer must compete in at least 50% of the WBAL swim meets to qualify to compete in the WBAL championship meet, unless due to injury, illness or death in the family.
- m) There will be stroke and turn referees at the championship meet. The host school will be responsible for providing the referees.
- n) Teams may only enter one relay team per event.
- o) League Champion will be determined by weighing 50% on the dual meet record and 50% on placement in league finish.
- p) All league dual meets must take place.

803: Host School Responsibilities for Meets

A host school must provide starter, starter's gun with blanks or timing system, microphone or bull horn, stroke and turn referees, lap counters, recorder of times, and timers for each lane with watches.

804: Crowd control

- a) The home school has every right to ask any home or visiting spectator to leave due to inappropriate behavior.
- b) If an incident does occur, fill out the CCS incident form and send it to the League Commissioner.

Article IX - Tennis

- 900: Competition shall be in accordance with USTA rules (The Friends at Court) and as amended by the Board of Managers.
- 901: Practice
- a) "Organized practice" is defined as a practice which is attended by four players and a coach, and at which the coach directs, instructs, and drills the player, players, and/or the whole team.
 - b) Off-season conditioning and weight training is not considered "organized practice" as prohibited in the previous section.
 - c) Starting dates of "Organized Practice" shall be scheduled by the Board of Managers. Fall sports August 14, Winter Sports November 2, Spring Sports February 1.
- 902: Students may play singles or doubles, but not both in a particular league dual match or the WBAL CCS Post Season Qualifying Tournament.
- 903: A team match will consist of seven matches; 4 singles and 3 doubles.
- 904: Team ladders:
1. Definition: a team ladder is the arrangement of a team's players in rank order so as to determine the line-up of a team on any given day for match purposes.
 - a) Team competition involves a format in which players play either singles or doubles, but not both on the same day.
 - b) The line up must be in descending order of ability (1-10).
 - c) Singles players shall be selected from among the six (6) strongest players on the team
 - d) Singles players shall be placed on a ladder in order of their strength as determined by head-to-head competition "using at least an 8 game pro set. (The #1 player shall have beaten the #2 player, the #2 player shall have beaten the #3 player, etc.)
 - e) Ten minutes prior to introductions, coaches will exchange lineup sheets that will include current lineup and previous match lineup. If a conflict arises, it must be addressed at this time.
 2. Maintaining the ladder
 - a) Teams must go with the best available players on that day in proper descending order. Moving players to positions they do not belong in is not permitted.
 - b) In the event a player can not play a match due to illness or injury, the coach must move everyone up one position. When a #1 person is unavailable, she

should be replaced by the #2 player, and the rest of the singles ladder must move up one position. The #4 single spot can be forfeited or a JV player can fill in that spot. The doubles team can be kept intact.

- c) At each match each coach will fill out at line up sheet indicating that day's line up as well as bringing line ups of the previous match.

905: **BOYS ONLY:** Head to head challenge matches on the ladder -All varsity head to head matches will be a minimum of an 8 game pro set.

- a) Each player or doubles team on the varsity squad may challenge only the player or team that is one spot or ranking ahead on the ladder. Ex #3 can only challenge #2.
- b) During the league season, players shall make no more than one challenge per week.
- c) Any player or team being challenged by the player or team one spot below must accept the challenge.
- d) The challenge must be held during a regularly scheduled weekday practice in the presence of the coach.
- e) Coaches shall have recorded evidence of every challenge match on the team. They shall be prepared to show these records at any time (ex. match, coaches' meeting, etc.)
- f) After a successful challenge, all players shall play at least one match at their new spots prior to challenging or being challenged again.
- g) A new player joining the team after initial season ladder is set:
 - 1) is not limited to one challenge per week.
 - 2) shall have at least one win and one loss in team challenges prior to representing the team in a league match. (Exception: the player who challenges at #1 singles and wins.)

906: Each individual match will consist of the best 2 out of 3 sets, no ad.

907: A set that is tied at 6 games each will use the 12 point tie breaker as written in the USTA Rule Book.

908: For dual matches, home team will provide new USTA approved tennis balls & score cards for each court. A new can of balls should be provided for the third set.

909: The round robin league winners will represent the league in the team CCS tournament.

910: General Rulings

- a) Foot faults are common in matches so the following procedure needs to be

adopted formally. If a foot fault is spotted by the opposing player or either coach, the player tells the coach on his/her own team and the coach tells the opposing players coach, who in turn, issues a warning to his/her player. A coach can warn the other coach as well. If the problem is a chronic one, line judges will be called on to officiate.

- b) Each player is required to call out the score before each serve and the set score at the beginning of each game.
- c) Each coach should notify the other coach to verify each match and be sure of the proper location. Practice games with other girls not on the varsity ladder should be played as time and numbers allow.

911: Coaching during a match

- c) Coaches may go on the court at an agreed location to coach.
- d) A coach determined by any coach listed on the roster, or any school sanctioned personnel. (no teammates, parents, outside coaches, etc.)
- e) A warning will be called on the player/players of a team if parent of another member of the team interferes (coaching, questioning calls, scoring, etc.)

912: Time limits

- a) There is a 90-second time limit when players are switching sides between games, except after game 1. Coaching may be done during this time by the coach ONLY! (USTA rule #32).
- b) There is a 20 second time limit between points.
- c) Players have a 10-minute break between sets when they split sets.

913: Dress Code

Identical tops and same color shorts/skirts shall be worn by all team members. There shall be no exposed midriffs. All players not in uniform are not eligible to play.

914: Crowd control

- a) The home school has every right to ask someone from the home or visiting school to leave due to inappropriate behavior.
- b) If an incident does occur, fill out the CCS incident form and send it to the league commissioner.

915: WBAL CCS Qualifiers

1. Team Qualifiers

- a. First automatic qualifier is winner of Foothill division of double round robin
- b. Second qualifier will be determined by the team tournament (or 2nd place in Foothill division if tournament does not happen).

c. Team Tournament Schedule

Thursday last league match then seeding meeting

Friday 1st Round of Team Playoff (Foothill 2 vs Skyline 1, Foothill 3 vs Foothill 4)

Monday 2nd Round of Team Playoffs Winner of Round 1

2. Individual Qualifiers

a. Individual Tournament Schedule

-Wednesday (after Team Tournament) 1st Round of Individual Qualifier

-Thursday 2nd Round of Individual Qualifier

b. Seeding

1. The individual tournament will be a 16 player/team tournament. League dual match records are used to place the top 12 players.
2. Higher seed will go to the winner of the last head to head match.
3. Players are eligible to compete in the tournament as singles or doubles players, regardless of their standing during the regular season.
4. When filling out the tournament bracket, a coin flip will be used to determine the placement position of seeds #3 and #4.
5. Once the seeding meeting has taken place, line-ups cannot be changed unless there is an injury or illness. In an event a seeded player misses the tournament, a substitute may play, but no reseeding attempt will be made and substitute player will not gain the predesignated seed.
6. Teams should arrive ½ hour before the tournament begins. During this time, the players can warm-up while their coaches register their names and make sure that seeding has been done, and agreed upon by the dual meet records of those being seeded.

7. Girl's Tournament

1st place (Foothill)	4 singles	3 doubles teams (entire team)
2 nd place (Foothill)	3 singles	2 doubles teams
3 rd place (Foothill)	2 singles	2 doubles teams
4 th place (Foothill)	1 single	2 doubles teams
5 th place (Foothill)	1 single	2 doubles teams
6 th place (Foothill)	1 single	1 doubles teams
Skyline Division (total)	4 singles	4 doubles teams

a) Skyline Division four players are based on coaches vote, singles and doubles teams can come from any of the Skyline Division teams.

b) These will be voted on by the Skyline coaches prior to the seeding meeting, or at the Seeding Meeting, and shall be included in any seeding discussion.

8. Byes will be given as needed to top seeded players and the rest will be by blind draw. All other players will also be placed on the ladder using

the blind draw, except, such that players from the same school would not meet each other until the semi-finals (flip-flop).

- b) The tournament shall be played as scheduled by the WBAL Board of Managers. The WBAL League Representatives shall serve as the Tournament Director, or as designated by the WBAL BOM.
- c) The penalty point system used by the CCS shall be followed.
- d) The tournament champions will represent the league in the CCS Individual Tournament. The 2nd and 3rd place finishers will be nominated as At Large Qualifiers for CCS. In case of illness or hardship, a replacement shall be the next higher available individual player or next highest available doubles team, and it shall be the responsibility of the replacement school coach to insure the replacement is entered and present at the tournament.
- f) A player may be given a 40 minute maximum rest period between matches but they may start earlier if both are ready.

Article X - Track and Field

1000: Practice

- a) "Organized practice" is defined as a practice which is attended by four players and a coach, and at which the coach directs, instructs, and drills the player, players, and/or the whole team.
- b) Off-season conditioning and weight training is not considered "organized practice" as prohibited in the previous section.
- f) c) Starting dates of "Organized Practice" shall be scheduled by the Board of Managers. Fall sports August 14, Winter Sports November 2, Spring Sports February 1.

1001: Meets

- a) All meets shall be run according to the current California Interscholastic Federation guidelines and National Federation of State High Schools Association Track and Field Rule Book.
- b) Meet times: Coaches Meeting 3:00, Field events 3:30, Running events 3:45.
- c) Entries for meets will be due by Sunday evening at 10:00pm before the meet.
- d) The league will have a paid person to run the meet: starter, official and a requirement of one representative from each school to assist in events (preferably not the head coach)
- e) At the preseason meeting each school will sign up/choose an event to oversee for the season.
- f) League meets will be scored but will have no bearing on the Team League Champion.
- g) CIF rules such as uniform, jewelry, electronic devices and check in/out procedures must be consistently followed through the course of the season.
- h) All meet events shall be run according to the CIF guidelines.
 1. The order of events as listed in the Track and Field rulebook may be adjusted by the meet director when necessary because of the number of pits and physical layout where the meet is held. Any other changes must follow proper procedure as prescribed by the Track and Field rulebook.

1002: WBAL Championship Track meet

- a) The WBAL Track Champion shall be determined by the final results of the WBAL Championship Track Meet.
- b) The site of the meet shall be determined by the meet director with approval of the Track Committee.
- c) Coaches meeting will be one hour prior to beginning of meet.
- d) Each school is responsible for hurdle set up and take down.
- e) Each school is responsible for supervision and running of different events as

assigned at preseason meeting.

- f) The league will be responsible for using a FAT timing system for the Championships.
- g) Athletes will be disqualified from an event for infraction of National Federation rule 6.2.12, 7.2.9 for practicing in the events of high jump, discus and shot put without an official or coach present. Athletes may get their mark in their event without a coach supervising. (This does not include long jump or triple jump)
- h) The top six places in the finals will be scored and those six individuals will receive honors (Place 1-3 medals, Place 4-6 ribbons).
- i) Teams may only enter one relay in each relay event at the League Championship Meet.

1003: Qualifying Entries for WBAL Championship Track meet

- a) Each WBAL member school is allowed to enter a maximum of three athletes per event.
- b) All entries must be received by the deadline stated by the Meet Director. The deadline will be seven days prior to the scheduled League Championships meet, by noon to the WBAL Championship Track meet director.
- c) Late entries will have a 24 hour window to be received and that school will be fined \$100 in order for the athletes to participate. No entries received after the 24 hours window will be accepted.
- d) An athlete must participate in at least 2 WBAL track meets to compete in the league meet. If an athlete has been unable to compete due to extenuating circumstances (injury, illness, death in family), the school may petition the BOM to allow the athlete to compete in the League Championships.

1004: Awards

- a) All League selection will be uniform with the rest of the sports. There will be a Most Valuable Track Athlete and Most Valuable Field Athlete and first team, second team and honorable mention..
- b) There must be at least 4 schools participating in track in order to receive any awards.

1005: Crowd control

- e) The home school has every right to ask any home or visiting spectator to leave due to inappropriate behavior.
- f) If an incident does occur, fill out the CCS incident form and send it to the League Commissioner.

Article XI - Volleyball

1100: Practice

- a) "Organized practice" is defined as a practice which is attended by four players and a coach, and at which the coach directs, instructs, and drills the player, players, and/or the whole team.
- b) Off-season conditioning and weight training is not considered "organized practice" as prohibited in the previous section.
- c) c) Starting dates of "Organized Practice" shall be scheduled by the Board of Managers. Fall sports August 14, Winter Sports November 2, Spring Sports February 1.

1101: Game

- a) All games shall be played according to the rules and regulations as stated in the current National Federation Volleyball Rule Book.
- b) All varsity matches shall be best three out of five games. Games shall be played to 25 points, and the winning team must win by two points. A team which has scored 25 points and has a least a two point advantage is the winner. If the leading team does not have a two point advantage, play shall continue until one team has a two point advantage. The fifth and deciding game shall be played to 15 points, and the winning team must win by two points with no cap on play.
- c) The official game ball for league play shall be any of the balls approved by the National Federation. The WBAL volleyball committee recommends the Spalding TF4000 volleyball for use in league play.
- d) There shall be a minimum of 27 minutes between the varsity and junior varsity matches. Time will not start until after the captains/coaches coin toss. Matches cannot begin before their scheduled time. There should be no more than an hour and fifteen minutes between scheduled start of JV game and varsity game. Suggested start times- Freshman 3:30, Junior Varsity 4:30, Varsity 5:45.
- d) Pre-game warm-ups shall be 15 min shared, 5 min. each hitting separate – serving team going first, 2 minute combined serving.
- e) Two line judges will be provided by the home team.
- f) Only trained and experienced people may act as scorekeeper.
- g) The home team selects home court. The winner of the toss may elect to serve or receive.
- h) In rally scoring, a point is awarded upon the completion of every play.
- i) The net serve shall be incorporated. If the ball is served, makes contact with the net and lands on the serving team's side, the receiving team receives a point and the serve. If the ball is served, makes contact with the net and lands on the receiving team's side, the ball is in play.

- j) Substitutions shall be limited to 18 per game.
- k) Each team is limited to two time-outs per game. Additional time-out shall not be permitted when each team has scored 24 points during a 25-point game, or 14 points during a 15-point game.
- l) Teams may elect to utilize the libero player.
- m) During the fifth game of the match at the varsity level, or the third game of the match at the JV or freshman level, a coin toss between the captains and the coaches of each team shall be conducted. The visiting captain shall call the toss. The winner of the toss shall choose either to serve/receive or the playing area. The loser of the toss shall be given the remaining choice.

1102: CCS Advancement – (from CCS Volleyball bylaws)

- a) The five (5) Division Tournament brackets shall be comprised of the following:
 - i) League Champion from each league
 - ii) plus one (1) additional Automatic Qualifier from every League
 - iii) plus, selected At-Large entries
 - iv) plus, At-Large “floater” teams (No division’s brackets may exceed a total of 16 teams.)
- b) At Large Entries – League may designate teams to apply for At-Large consideration if they meet one of the following criteria:
 - i) have a league record of at least .500
 - ii) have an out of League record of at least .500
 - a. waiver will be granted for league not meeting the two above criteria.
- c) WBAL automatic qualifiers
 - a. Top three places from Foothill Division and winner of Skyline Division will receive CCS berths.
- b. Method for breaking ties in League standings (For CCS Advancement only):
 - a. Head to Head competition (versus tied teams only)
 - b. games won vs game lost – differential (versus tied teams only)
 - c. points won vs points lost – differential (versus tied teams only)
 - d. Coin toss

1103: General

Where facilities or net equipment do not meet the rule requirements, matches may be conducted by prior mutual consent of competing schools. If consent is not obtained, the school violating these rules shall forfeit the match or reschedule at the convenience of the other team.

1104: Crowd control

- a) The home school has every right to ask someone from the home or visiting

- school to leave due to inappropriate behavior.
- b) If an incident does occur, fill out the CCS incident form and send it to the league commissioner.

WBAL APPENDIX

WBAL Eligibility Forms
Guidelines for Sport Committee Chairperson
Sport Committee Report Form
All-League Selection Guidelines
All-League Selection Reporting Forms
Final Team Standings Form
Bylaw Change Request Form

West Bay Athletic League

Athletic Eligibility Form

TEAM SPORTS

Must be submitted via email to the League Commissioner by the first LEAGUE contest

School Name _____ Date _____

Sport _____

The following athletes are eligible to compete in the sport and classification listed below in accordance with the rules of the West Bay Athletic League, the Central Coast Section, and the California Interscholastic Federation, with regard to grade in school, physical examination, age, academic standing, semesters elapsed, residence, and (if applicable) transfer status.

ADDITIONS AND DELETIONS FOR TEAM SPORTS (Basketball, Soccer, Softball, Volleyball, Baseball, Lacrosse)

- A. A player may be moved to a higher-level team at any time during the season. Once league play has begun, no player on a higher level team may be moved to a lower-level team, except by consent of the Board of Managers.
- B. Notification of additions to an eligibility list must be filed with the league commissioner prior to the student's participation on that team in a league contest. Failure to do so will result in the following penalty: the team in violation may forfeit all league contests in which the ineligible athlete played.
- C. Once a player has officially entered into a higher level league contest (not just on the roster or sitting on the bench) they will no longer be eligible for lower level play, unless by prior permission by the BOM.
- D. EXCEPTION to C – If a team is significantly short of fielding both a varsity and junior varsity team, the teams may have floater players that move up and down as reserve players for each team. These individuals must abide by the individual contest limits and may not play more than one full game in a day. These floaters should be designated on this form.

NAME

LEVEL

West Bay Athletic League

Athletic Eligibility Form

INDIVIDUAL SPORTS

Must be submitted via email to the League Commissioner by the first LEAGUE contest

School Name _____ Date _____

Sport _____

The following athletes are eligible to compete in the sport and classification listed below in accordance with the rules of the West Bay Athletic League, the Central Coast Section, and the California Interscholastic Federation, with regard to grade in school, physical examination, age, academic standing, semesters elapsed, residence, and (if applicable) transfer status.

ADDITIONS AND DELETIONS FOR INDIVIDUAL SPORTS (Cross Country, Swimming, Diving, Tennis, Golf, Track and Field,) Players may be moved from one level to another (both up and down) during the league season, but may not participate on different levels on the same day. It is not necessary to notify the league commissioner of such roster changes. However, if it found that a player was not included on any eligibility list for her particular sport, the team(s) in violation may forfeit all points earned by that athlete in all league contests in which she participated before being added to the eligibility list.

NAME

West Bay Athletic League

Guidelines for Sport Committee Chairperson

Items to Bring to Pre-Season Meeting

- League by-laws for your sport
- All-League Selection Guidelines
- Pre-Season Sports Committee Meeting Form

Pre-Season Responsibilities/Sports Meeting

- Coaches introduce themselves & school representing
- Encourage coaches to exchange updated schedules
- Go through League By-laws and All-League Selection Guidelines
- Give an email address and cell phone number for coaches to contact you after each league game so league standings are up to date. Report JV & Varsity scores. Send a list around and get coaches' cell phone number and email so that you can call them during the season.
- Explain your role and each coach's role for the CCS Seeding Meeting.
- Remind coaches they need to keep track of the JV league record for post-season meeting.

In-Season Responsibilities

- Keep up-to-date league standings for Varsity and Junior Varsity
- Contact local newspaper with league standings on a weekly basis
- Weekly Standings sent out to each School's Athletic Director
- Solicit recommendations for bylaw changes before one week before Post-Season meeting

Items to Bring to Post-Season Meeting

- All-League Selection Guidelines.
- Post-Season Sports Committee Forms (Report Form, All-League Teams Form (1st, 2nd, HM), League Standings for JV & Varsity Teams Form)
- Any recommendations to the WBAL Board of Managers, all recommendations must be on Request for Bylaw Change Form, signed by coach, Athletic Director, and chairperson before meeting. All approved recommendations will be voted on by the coaches and listed on the post-season meeting form.

Post-Season Responsibilities

- Represent WBAL at the CCS Seeding meeting
- Contact coaches with results of the CCS Seed Meeting (who and where each team plays and if they are an alternate)
- **Conduct the Post-Season Meeting which includes:**
 - Final Junior Varsity & Varsity Standings
 - Report results of CCS Seeding Meeting to all coaches
 - Ask for recommendations for WBAL Board of Manager - need vote of coaches recorded
 - Ask for recommendations to CCS Sports Evaluation Committee
 - Assist AD in running All-League Selection Process - List full name & positions of winners
- Submit Committee report to Athletic Director
- Represent WBAL at the end-of-season CCS Sports Evaluation Meeting

West Bay Athletic League

Sports Committee Report

Sport _____ Check one Pre-Season _____ Post-Season _____

Chairperson _____ Date _____

Schools Present: Place name of representative next to school name, write absent if not present.

Castilleja _____	Mercy, SF _____
Crystal Springs Uplands _____	Notre Dame _____
Eastside Prep _____	Pinewood _____
Harker _____	Priory _____
Immaculate Conception _____	Sacred Heart Prep _____
Menlo _____	The King's Academy _____
Mercy, Burl. _____	Supplemental _____

Guests:

Old Business

- A. _____
- B. _____
- C. _____

New Business

- A. _____
- B. _____
- C. _____

Recommendations to WBAL Board of Managers Must be voted on by coaches and vote count must be on the sheet

- A. _____
_____ Coaches Vote _____
- B. _____
_____ Coaches Vote _____
- C. _____
_____ Coaches Vote _____

West Bay Athletic League

All-League Selection Guidelines

for

**Cross Country, Golf, Volleyball, Tennis, Basketball, Softball,
Soccer, Track and Field, Swimming, Baseball, Lacrosse**

GOAL: Get top x (number of starters) number of players on 1st team

-no limit on nominations per school

-if coach or school rep is not present then another school could nominate another team's player

-total honors equals 2 times number of starters + MVP

-Volleyball = 1 MVP + 7 First Team + 7 Second Team + undetermined number of Honorable Mention

There is some flexibility as to number on 1st team. Goal is number of starters, but if a tie then could be x+1 or x-1.

-Process

1. All coaches come in with nominations of their players regardless of position.
2. Put up nominations for 1st team from any school
3. Choose MVP from that list
4. Whoever is left, determine who is weakest, does not belong on 1st team. Chairperson starts this discussion by saying who should be off. If no consensus then go to a vote.
5. Keep weeding out until get to number of starters.
6. Those crossed off 1st team will be placed as nominations for second team.
7. Fill in with nominations for 2nd team
8. Weed out until get to number of starters. Those weeded off of first team nominations are not automatic second team honors.
9. Honorable Mention is anyone who Honorable Mention is anyone who is nominated by their coach.
10. Any statistics used will only be from league play.
11. There will be a separate MVP and All League for each division.

-ALL VOTING WILL BE DONE BY SHOW OF HANDS (public voting, not private voting)

West Bay Athletic League

Final Team Standings

Sport _____ Division _____ Date _____

Varsity Team Standings

Record

1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____

Junior Varsity Team Standings

Record

1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____

Freshman Team Standings

Record

1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____

West Bay Athletic League

Bylaw Change Request Form

Sport _____

Date _____

Coach _____

School _____

Bylaw to change _____

Recommendation _____

Rational _____

What impact will this change have? Financial, safety, etc? _____

Approval:

Athletic Director

Date

League Commissioner

Date

*** Must be submitted to Athletic Director one week before postseason meeting.