

# **ARTICLE III**

## **ACTIVITIES**

### **Section 1 - Responsibility of Principal**

1.1 The Principal of each school shall be responsible for the operation of the athletic program at the local level, including eligibility of student participants, coaching assignments, ethics, crowd control and other duties as assigned by the school district administration, State and Section CIF.

### **Section 2 - All Conference Team Selection**

2.1 All-Conference teams are to be selected by the varsity coaches or their designee in the various sports having such teams. The selection meeting date shall be on Monday evening following each sport's league season. Coaches of these sports (Baseball, Basketball (B & G), Football, Soccer (B & G), Softball, and Volleyball shall be notified at least a week in advance as to time and location of the respective meetings. Notification shall be made by phone and/or Email.

2.2 Following the selection, names of those chosen shall be forwarded to the league commissioner and the media. Coaches shall not discuss the All-Conference selections with their athletes or the media until the verification process is complete.

### **Section 3. - Proposed Schedule**

3.1 All sports which are submitted for approval should be marked "DRAFT." On approval by the Athletic Board a new copy will be issued by the league Commissioner carrying the notation "Approved" with the date of approval.

### **Section 4. - Duties and Responsibilities of the Sports Coordinators**

4.1 To serve as a communication liaison between that sport and the CVC Athletic Board.

4.1.1 The coordinator shall call meetings as necessary with minutes being kept and which includes the names of those present. Minutes of each meeting shall be forwarded to the league Commissioner.

4.2 If requested, to develop the league schedule with the cooperative efforts

of the coaches within the sport. The proposed schedule shall be submitted through their athletic director for consideration by the CVC Athletic Board.

4.3 To comply with all deadlines

4.4 To co-ordinate the by-laws governing their sport

4.5 To assist and advise coaches regarding the administration of their sport

4.6 To assist in the coordination of league meets, matches and/or Tournaments

4.7 To coordinate the selection of All-Conference teams (See Art. III, Activities, Sect. 2) which includes notifying the league commissioner and the media of the names of those chosen.

4.8 To maintain league records and standings, reporting same to the league Commissioner after each sport.

## **Section 5 - Appointment of sport Coordinators**

5.1 Sport coordinators shall be appointed by the League President with the consent of the Athletic Board. The distribution of coordinators shall be distributed among member schools as equally as practical.

## **Section 6 - Budgets for League Meets/Matches**

6.1 Dates of the CVC league meets/matches and host schools are to be identified and presented to the CVC Athletic Board and League Commissioner for information and approval when the schedule is submitted.

6.2. The host school shall bear all financial responsibility for operation of league championships. The host school shall retain all profits and assume any loss.

## **Section 7 - Conduct of Athletic Board Meetings**

7.1 Items for the agenda must be submitted to the President prior to the scheduled meeting.

7.2 Provisions of Robert's Rules of Order shall be used in conducting the meeting.

7.3 Stipulations of the "Brown Act" to include the following will be adhered to in conducting meetings of the Athletic Board:

7.3.1 Notices of the meeting must be posted on the league web site seventy-two (72) hours prior to the meeting.

7.3.2 An item not on the printed agenda may be discussed and acted upon under "Other Items".

7.3.3 Members of the public must be given the opportunity to address the Board. Speakers may be limited to three (3) minutes per speaker per issue.

7.3.4 Meetings are to be 'open' except for limited exceptions.

## **Section 8 - Gold Passes**

8.1 A gold pass may be awarded to coaches, athletic directors or administrators who have had twenty (20) or more years of exemplary service in high school athletics.

8.2 Individual schools may nominate, based on the criteria, those persons whom they feel are worthy of this distinction. It is incumbent on each school to screen the applicants and to recommend only those who are qualified for the gold pass.

8.3 Nominations (with accompanying background data) shall be submitted at the spring meeting of the CVC Athletic Board.