

CIF/CENTRAL COAST SECTION

2011-2012 CCS BYLAWS

Changes made during the 2010-2011 school year are *italicized and bold*

ARTICLE II COMMITTEES

Section 1 EXECUTIVE COMMITTEE	Section 5 ADAC
Section 2 ELIGIBILITY COMMITTEE	Section 6 SPORTS COMMITTEES
Section 3 BUDGET & INVESTMENT COMM	Section 7 SPORTSMANSHIP COMMITTEE
Section 4 REALIGNMENT COMMITTEE	Section 8 OTHER COMMITTEES

Section 1 EXECUTIVE COMMITTEE

The Executive Committee shall be composed of six members elected from each Conference, the three officers elected by the Board of Managers, one member elected from the ADAC and one at-large minority representative appointed by the President in accordance with ARTICLE V. Section 2 of the Constitution. The President shall schedule and preside over all Executive Committee meetings and have a vote only in the case of a tie.

A quorum shall consist of any six members

- A. Duties of the Executive Committee:
1. Review monthly and annual financial reports of the Section.
 2. Review and make recommendations for action by the Board of Managers on sports committee reports
 3. Serve as the personnel committee of the Section
 4. Approve management of the Commissioner's office
 5. Recommend courses of action to the Board of Managers on issues and items proposed to that body.
 6. Hold at least one meeting each year
 7. Act on Realignment Committee recommendations in accordance with Article IV. Review requests for supplemental league placement when received.

Section 2 ELIGIBILITY REVIEW COMMITTEE

The President shall appoint members of the Eligibility Review Committee

- A. Membership: Three (3) members to be selected from Board of Managers (except members of the Executive Committee), League Commissioners, or others from the geographic area of the Section whom the President deems appropriate. One such member to be designated Chairperson by the President.
- B. Duties:
- (1) The Eligibility Committee shall convene upon the Commissioner's call as a part of the Appellate Procedure described in ARTICLE VI, Section 4 of the Bylaws
 - (2) The Eligibility Committee shall perform other duties as may be determined by the President.

Section 3 BUDGET AND INVESTMENT COMMITTEE

- A. Membership *The President shall appoint members of the Budget and Investment Committee A. Membership: No less than three (3) but no more than seven (7) members shall be appointed by the CCS President to serve on the Budget and Investment Committee annually. The CCS Vice President shall serve as the Chairperson and a voting member of this committee..*
- B. Duties:
- (1) *The CCS Budget and Investment Committee shall work with the CCS staff to develop and monitor an annual budget for the approval of the CCS Board of Managers.*
 - (2) *The CCS Budget and Investment Committee shall develop financial and investment policies for approval by the Board of Managers*
 - (3) *The CCS Budget and Investment Committee shall monitor and review all financial and investment policies and procedures of the Section on an annual basis.*
 - (4) *The CCS Budget and Investment Committee will provide oversight for the long-range financial planning of the CCS and shall report at least once annually to the CCS Board of Managers.*

- (5) ***The CCS Budget and Investment Committee will approve all investment activity of the section in compliance with the current CCS financial policies.***
- (6) ***The CCS Budget and Investment Committee will address other issues and duties as assigned by the CCS Executive Committee, CCS Board of Managers or the CCS President.***

Section 4 REALIGNMENT COMMITTEE

- A. The Realignment Committee shall be appointed for two-year terms by the CCS President. *The Chairman will be a current member of the CCS Executive Committee.* One administrator from each Conference, not members of the Executive Committee, shall be appointed *to serve with the Chairman on this committee.*
- B. The procedures of the Realignment Committee are described in ARTICLE IV: League Realignment.

Section 5 ADAC

The Athletic Directors Advisory Committee (ADAC) shall be established as follows:

- A. The ADAC shall consist of school site athletic directors from each Basic League as determined by the League. Term of membership shall be a minimum of two years.
- B. Each single gender League shall have one representative.
- C. Leagues of co-ed schools shall have two representatives, one each from boys and girls departments.
- D. The ADAC shall be an advisory committee to the Board of Managers and Executive Committee. The ADAC Chairperson shall be their voting representative on both governing bodies with responsibility to review agenda items, initiate discussion of topics of concern to the members and provide for intra-league, inter-league, and various governance units communication on topics related to Section programs and initiatives.
- E. The ADAC shall select a chairperson at their spring meeting in even-numbered years by a simple majority. Nominations shall be made from the floor.
- F. The ADAC shall select a member to serve on each sport committee to assist in communication, development and adherence to existing section policies and practice

Section 6 SPORTS COMMITTEES

Sports Committees shall be established in all approved sports.

- A. Each Sports Committee shall consist of one representative from each league appointed by the league's Board of Managers or, League Commissioner; as well as a Chairperson and Vice Chairperson (when appropriate) appointed from the ADAC by the CCS President and/or Section Commissioner unless otherwise determined by the CCS Board of Managers.
- B. The function of each committee is to recommend policies and to establish guidelines in accordance with accepted policy for the conduct of the respective CCS Sports Championships.
- C. Immediately following the end of the league season in each sport, each league commissioner will receive a notice from the CCS Commissioner with a form attached, that will alert them to the fact that they must notify the CCS office if their league coaches have a major proposal change for the CCS playoffs for that sport for the following year.
- D. If one proposal is received from any league, then the meeting of that Sport Committee will be held as originally scheduled to review such proposal.
 - 1. If the Committee meets, they shall submit an annual report to the Board of Managers including any sport Bylaw updates, (dates, times and other non-major changes) and major tournament format change for consideration
 - 2. A quorum shall consist of any member(s) present at the scheduled meeting.
NOTE: This prevents committee members from affecting the defeat of an item proposed by a league by simply not showing up.
 - 3. In order for an individual sport committee member league representative to present any proposed major format change to a CCS sport committee, that league representative must have a copy of the proposal in writing at the time of the sport committee annual evaluation meeting, that includes the signature of their respective league commissioner attesting to the fact that this proposal has been discussed with the other coaches in that sport in that league. If, in discussions at a Sports Committee meeting, when a quorum is present, a major format change evolves, it can be discussed and proposed with consent from the CCS staff.

- E. If no major format proposal is received from any league, or a notice from the league that other matters need to be discussed, then the evaluation meeting as originally scheduled for that sport will be cancelled. The CCS staff shall submit an annual report to the Board of Managers including any sport Bylaw updates (dates, times and other non-major changes) for consideration.

Section 7 SPORTSMANSHIP COMMITTEE

The President shall appoint members of the Sportsmanship Committee

Section 8 OTHER COMMITTEES

The President shall appoint such other committees and representatives as may be deemed necessary.