

In accordance with CIF Bylaws, Article IV, Section 6:

1. We are calling the conference meeting as outlined in the attached Memo for Monday, March 4, 1:30 pm at San Mateo County Office of Education.. We expect every school in the northern conference to send a representative prepared to vote, whether their school is directly affected by these realignment changes or not. It is the responsibility of every school in the northern conference to cast a vote for what they believe is the best realignment for all the member schools of the northern conference, based on the realignment criteria outlined in the CCS bylaws. Those of you not directly affected can make a rational, intelligent, objective decision more easily than those directly effected. Abstentions or lack of participation in this process weakens the decisions made this cycle and in the future. It is your responsibility as member school to participate in this important process.

Section 6 CONFERENCE MEETINGS

The Chairman of Each Conference shall convene a Conference meeting for the purpose of adopting Basic Leagues and to provide for the formation of Supplemental and Inter-Conference leagues and the dissolution of such Supplemental and Inter-Conference leagues.

2. Each school shall send one of their ratified representatives to vote for on behalf of their school. This is a one-vote per school process, the only of it's kind in the governance structure beyond the league level of the CCS. While you should discuss the proposals presented to you with your colleagues, voting as a league block or voting to support your league or your friends is not what this is about. Voting what is best for the entire conference based on the criteria for realignment. This should be what you consider when casting the vote for your school. Proxy voting and the list of ratified representatives, who are the only individual(s) allowed to vote for your school is attached. If your school or district has not ratified a as reflected by a blank space following your school name, please do so ASAP. Otherwise you will not be allowed to vote in this matter or continue to vote on your league Board of Managers. Please read the attached RATIFIED REPRESENTATIVES pages for information on voting and proxies.

- A. Each school assigned to the Conference shall be represented by the principal or other person defined in the Education Code, Section, or by a school based designee of such principal or person so defined.

3. **The Realignment Sub Committee circulated a final recommendation for status quo, no change in league alignment for this realignment cycle.**

This was done in a memo dated January 27 which was e-mailed and mailed to all northern conference member schools prior to 15 calendar days before the meeting on March 4. This and two other proposals, outlined below circulated by Menlo School will be voted upon at the conference meeting on March 4

- B. The Conference shall consider proposals formulated by the Advisory Sub-Committee which must have been circulated 15 calendar days or more prior to the Conference meeting.

4. In accordance with C below, Menlo School has circulated two proposals for consideration within the required 10 day time-frame. As a result, a conference meeting must be held and Menlo's proposals along with a proposal for status quo from the Sub Committee will be listed on the ballot on March 4. If one of the three proposals receives a majority vote of those comprising a quorum present and voting that day, the balloting will be complete. If none of the three receives a majority, subsequent balloting will occur as dictated by voting results. For example if one proposal receives the lowest amount of votes, it will be dropped off and a vote between the remaining two proposals will be taken. If one proposal gets more than the other two, but less than a majority and the other two are very close or tied in votes, a vote between those two proposals with the lower votes will take place, then a subsequent vote between the winner of that round of balloting and the proposal that received the most votes in the first round would take place. In all cases, only ratified representatives will be allowed to vote and votes will be recorded by written ballot.

C. The Conference shall consider proposals from any other source which have been circulated at least 10 calendar days prior to the meeting.

5. If you believe that you have a more desirable proposal that meets the criteria that should be voted upon, you have the following additional options as outlined in D. & E. below:

D. The Conference may amend, by majority vote of those principals, persons, or designees defined above, any proposal previously circulated provided such amendment affects no more than four schools in any amended proposal.

E. The Conference may, by consent of two-thirds of the principals, persons or designees defined above, waive the 10-day provision of this section and thereafter adopt any proposal for league formation.

The following bylaws address the remaining issues of the conduct of this March 4 meeting.

Section 8 QUORUM

- A. A quorum shall consist of two-thirds of Conference member schools. A quorum shall be required in order to conduct any Conference business. A quorum may also be attained by mailing any ballot to all Conference member schools.
- B. In the event that a quorum is not attained at any Conference meeting which has been scheduled according to the leaguering calendar or which was announced at least 10 calendar days prior to such meeting date, the Conference Chairman may call a subsequent meeting 10 or more calendar days hence. A quorum at such a re-scheduled meeting shall consist of those present at the re-scheduled meeting provided 51% of Conference members are in attendance.

Section 9 MAJORITY REQUIRED FOR LEAGUE FORMATION

A simple majority of principals, others as defined, or designees, present and voting shall be required to approve leagues

Section 10 CCS EXECUTIVE COMMITTEE APPROVAL

- A. Basic Leagues, as adopted by each Conference, shall be approved by the CCS Executive Committee. The CCS Executive Committee shall return to the Conference for further consideration any proposed league which is not approved.

FOLLOWING ARE PROPOSAL FROM THE NORTHERN CONFERENCE REALIGNMENT SUB COMMITTEE AS THEIR FINAL RECOMMENDATION AND TWO PROPOSALS FORWARDED FROM MENLO SCHOOL. THESE PROPOSALS ARE PRESENTED ONLY IN THE ORDER THEY WERE CIRCULATED, NOT IN ANY RANK ORDER.

THESE WILL BE VOTED ON BY ALL NORTHERN CONFERENCE MEMBER SCHOOLS AT THE MARCH 4 MEETING REFERENCED IN THE COVER MEMO.

Please review the following three proposals in light of the following criteria:

Article IV, Section 6.

F PROPOSALS FOR REALIGNMENT AND DECISIONS RELATING TO REALIGNMENT SHALL BE BASED UPON THE FOLLOWING CRITERIA:

1. SCOPE OF PROGRAM: CONSIDERATION SHALL BE GIVEN TO EACH SCHOOL'S COMPREHENSIVE SPORTS OFFERINGS, INCLUDING BOTH VARSITY AND SUB-VARSITY PROGRAMS.
2. STRENGTH OF PROGRAM: CONSIDERATION SHALL BE GIVEN TO THE LEVEL OF COMPETITIVE EQUITY OF EACH SCHOOL'S ENTIRE ATHLETIC PROGRAM. COMPETITIVE EQUITY INCLUDES BUT IS NOT LIMITED TO, CONSIDERATION OF WHETHER MOST OF A SCHOOL'S TEAMS ARE REASONABLY WELL MATCHED WITH TEAMS OF THE OTHER SCHOOLS IN THE LEAGUE.
3. GEOGRAPHIC PROXIMITY: CONSIDERATION SHALL BE GIVEN TO THE GENERAL GEOGRAPHIC PROXIMITY OF LEAGUE MEMBER SCHOOLS.
4. NO REALIGNMENT PROPOSALS OR DECISIONS SHALL BE MADE, WHICH ARE BASED UPON FACTORS THAT ARE DISCRIMINATORY IN NATURE, INCLUDING BUT NOT LIMITED TO, A SCHOOL'S PRIVATE OR PUBLIC STATUS, A SCHOOL'S ETHNICITY OF STUDENT POPULATION, A SCHOOL'S RELIGIOUS TENETS OR THE SOCIO-ECONOMIC STATUS OF A SCHOOL'S COMMUNITY.

PROPOSAL 1**REALIGNMENT SUB COMMITTEE PROPOSAL
STAUS QUO, NO CHANGES PROPOSED.**

Proposals are not presented in any rank order:

CURRENT & PROPOSED NORTHERN CONFERENCE LEAGUE ALIGNMENT

<u>PAL</u>	<u>PSAL</u>	<u>WBAL</u>
Aragon	Alma Heights	Castilleja (G)
Burlingame	Downtown College Prep	Immaculate Conception (G)
Capuchino	East Palo Alto	Mercy San Francisco (G)
Carlmont	Highlands Christian	Mercy Burlingame (G)
El Camino	Jewish Community	Notre Dame San Jose (G)
Half Moon Bay	Kehillah Jewish	Crystal Springs Uplands
Hillsdale	Latino College Prep	Eastside College Prep
Jefferson	Liberty Baptist	Harker
Menlo Atherton	Mid-Peninsula	The King's Academy
Mills	Mountain View Academy	Menlo School
Oceana	North Valley Baptist	Pinewood
San Mateo	San Francisco Christian	Sacred Heart Prep
Sequoia	St. Lawrence	Woodside Priory
South San Francisco	Thomas More	(13 G 8 B)
Terra Nova	Summit Prep	
Westmoor	(15)	
Woodside		
(17)		

CCS REALIGNMENT PROPOSALS FROM MENLO SCHOOL

The Northern Conference Realignment Committee's final recommendation that no changes be made in this realignment cycle does not fully address or apply the criteria for realignment as defined in the CCS bylaws. Nor does the recommendation attempt to satisfy appropriately the needs of each member school as required by the CCS bylaws.

Specifically, the recommendation does nothing to alleviate substantial discrepancies in the scope of programs among WBAL schools. As a result of these differences, the WBAL schools collectively are forced to seek supplemental membership for 50 teams in eight different sports. Viewed in comparison to the PAL (five teams collectively) and the PSAL (one team collectively), the WBAL in its current configuration simply does not meet the needs of its members. The schools most affected by this issue are Sacred Heart Prep (14 teams requiring supplemental membership), Menlo School (11 teams), Harker (eight teams), and The Kings Academy (five teams). (Please see Attachment #1, which was presented to the Conference Realignment Committee on January 26, 2009).

The Northern Conference must resolve the inequities in league alignment that force WBAL schools to seek supplemental membership for an inordinate number of teams. Supplemental membership is temporary and not guaranteed. Because the Conference Realignment Committee chose not to address the varying scope of programs in accordance with the CCS realignment criteria (CCS Bylaws, Article IV Section 6, Letter F, #1), Menlo School, in consultation with numerous Northern Conference members, hereby submits the following proposals (Please see Attachment #2) for consideration by the Realignment Committee and all members of the Northern Conference.

PROPOSAL 2**MENLO SCHOOL PROPOSAL- Geographical**

Menlo/Sacred Heart Prep move from the WBAL to the PAL

PAL 19 girls 19 boys (this proposal allows the PAL to consider a divisional structure based on geography)

WBAL 11 girls 6 boys

<u>PAL</u>	<u>PSAL</u>	<u>WBAL</u>
Aragon	Alma Heights	Castilleja (G)
Burlingame	Downtown College Prep	Immaculate Conception (G)
Capuchino	East Palo Alto	Mercy San Francisco (G)
Carlmont	Highlands Christian	Mercy Burlingame (G)
El Camino	Jewish Community	Notre Dame San Jose (G)
Half Moon Bay	Kehillah Jewish	Crystal Springs Uplands
Hillsdale	Latino College Prep	Eastside College Prep
Jefferson	Liberty Baptist	Harker
Menlo Atherton	Mid-Peninsula	The King's Academy
Mills	Mountain View Academy	Menlo School
Oceana	North Valley Baptist	Pinewood
San Mateo	San Francisco Christian	Sacred Heart Prep
Sequoia	St. Lawrence	Woodside Priory
South San Francisco	Thomas More	(13 G 8 B) (11 G 6 B)
Terra Nova	Summit Prep	
Westmoor	(15)	
Woodside		
<u>Menlo School</u>		
<u>Sacred Heart Prep(17 19)</u>		

Schools moved out of a league are ~~struck through~~

Schools moved into a league are **bold and underlined**

PROPOSAL 3**MENLO SCHOOL PROPOSAL-Super Leagues**

Create Two "Super Leagues"

1. PAL – Peninsula Athletic League (Current PAL and Menlo/Sacred Heart Prep/Kings Academy/Harker)

South San Francisco, El Camino, Jefferson, Westmoor, Oceana, Terra Nova, Half Moon Bay, Aragon, Burlingame, Hillsdale, Mills, Capuchino, San Mateo, Menlo Atherton, Sequoia, Carmont, Woodside, Menlo, Sacred Heart Prep, Kings Academy, Harker PAL 21 girls 21 boys

1. WBAL/PSAL – West Bay Athletic League/Private Schools Athletic League (Merge remaining WBAL schools with PSAL)

Coed- Crystal Springs, Pinewood, Eastside Prep, Priory, Alma Heights Christian, Downtown College Prep, East Palo Alto, Highlands Christian, Jewish Community, Kehillah Jewish School, Latino College Prep, Liberty Baptist, Mid Penn, St. Thomas More, Mtn. View Academy, North Valley Baptist, San Francisco Christian, St. Lawrence, Summit Prep

Girls- Castilleja, Mercy Burlingame, Mercy San Francisco, Notre Dame San Jose, Immaculate Conception WBAL/PSAL 24 girls 19 boys

PAL

Aragon
Burlingame
Capuchino
Carmont
El Camino
Half Moon Bay
Hillsdale
Jefferson
Menlo Atherton
Mills
Oceana
San Mateo
Sequoia
South San Francisco
Terra Nova
Westmoor
Woodside
Harker
The King's Academy
Menlo School
Sacred Heart Prep
(17) (21)

Alma Heights
Downtown College Prep
East Palo Alto
Highlands Christian
Jewish Community
Kehillah Jewish
Latino College Prep
Liberty Baptist
Mid-Peninsula
Mountain View Academy
North Valley Baptist (B)
San Francisco Christian
St. Lawrence
Thomas More
Summit Prep
Crystal Springs Uplands
Eastside College Prep
Woodside Priory
Crystal Springs Uplands
Eastside College Prep
Pinewood

PSAL/WBAL

Castilleja (G)
Immaculate Conception (G)
Mercy San Francisco (G)
Mercy Burlingame (G)
Notre Dame San Jose (G)
Harker
The King's Academy
Menlo School
Sacred Heart Prep
~~(13 G 8 B)~~
~~(25 G 21 B)~~

Schools moved out of a league
are ~~struck through~~

Schools moved into a league are
bold and underlined

ENCLOSURE FOR NORTHERN CONFERENCE REALIGNMENT MEETING 2009

WHO CAN VOTE!

LIST OF RATIFIED REPRESENTATIVES FOR EACH SCHOOL—as of 2/18/09

The following representatives are authorized voting reps for each school. The individuals listed below will be the **ONLY** reps allowed to vote at the Conference meeting. ONE VOTE PER SCHOOL. If you need a proxy, a written proxy signed by one of the ratified representatives from your school must be presented at the March 4 Northern Conference meeting.

If your school does not have anyone listed below, or if the party listed no longer should serve as a ratified representative, you **MUST** have your superintendent (public schools) or governing authority (private schools) complete the attached **DESIGNATION OF CIF REPRESENTATIVES TO LEAGUES** form that is attached.

This form was sent to your districts by the CIF in April of 2008 and to date, has not been returned if no names are listed following your school..

You **CANNOT** vote unless that form is submitted and turned in to the CCS office no later than the **DAY BEFORE** the Conference Meeting (DUE MARCH 3 to CCS.). You should not have been allowed to vote at any league meeting this year until this form was received.

Please hand-carry it to the appropriate person and get it signed off ASAP and return it to us via fax (408-224-0476) or mail. I strongly suggest you're your superintendent consider approving more than one person to be a voting representative from your school, so that if for any reason that person cannot be there to vote, someone can represent the school. As you can see from the list below, individuals can be authorized by the position they hold at the school, and not the specific name of the individual if that is your wish.

	<u>SCHOOL</u>	<u>RATIFIED REPRESENTATIVES as of 2/23/09</u>
1.	Aragon	Patricia Kurtz
2.	Alma Heights	Ginny Smithson or David Gross or Charlie Smithson
3.	Burlingame	Chris Holleran
4.	Capuchino	Shamar Edwards
5.	Carlmont	Andrea Jenoff
6.	Castilleja	Jez McIntosh
7.	Crystal Springs Up.	Michael Flynn, Amy Richards
8.	Downtown College Prep	
9.	East Palo Alto	John Deaberger or Assist Principal or Bonnie Billings
10.	Eastside College Prep	Chris Bischof or Helen Kim
11.	El Camino	Adele Berg or Al Mack
12.	Half Moon Bay	Susan Million or Mathew Ballard
13.	Harker School	Head of School or AD or Head of Student Affairs or Head of Upper School
14.	Highlands Christian	Natalie Ayres or Jeannie Chaira or James Brown
15.	Hillsdale	Jeff Gilbert
16.	Immaculate Conception	

	<u>SCHOOL</u>	<u>RATIFIED REPRESENTATIVES</u>
17.	Jefferson	Louis Silverman or AD
18.	Jewish Community	Tim Kjar or Jeff Fearn or Howard Ruben or Mallory Rome
19.	Kehillah Jewish	
20.	King's Academy	Bob Kellogg or Paul Spates or Drew Petiti or Vicki Linn
21.	Latino College Prep	Primo Ramo, Gilbert Rodriguez
22.	Liberty Baptist	Steve Barnes or Russell Barnes
23.	Menlo School	Craig Schoof or Tony Lapolla
24.	Menlo Atherton	Matthew Zito or Judy Duran
25.	Mercy-Burlingame	Meave Fallon, Laura Held, Cheryl Nash
26.	Mercy-San Francisco	Debbie Mathews or Dottie McCrea
27.	Mid-Peninsula	Kurt Lange or Heidi Schiessler
28.	Mills	Paul Belzer or Carole Siska or Timothy Keller
29.	Thomas More	John Detar or Jim Selway
30.	Mtn. View Academy	
31.	No. Valley Baptist	Dan Azzarello or Rhett Kiser or Ryan Thompson
32.	Notre Dame San Jose	John Bracco or Mary Beth Riley or Athletic Director
33.	Oceana	Caro Pemberton or Athletic Director
34.	Pinewood	Matt Stimson or Scott Riches or Mark Gardner
35.	Sacred Heart Prep	
36.	Piory	Mark Stogner
37.	San Francisco Christian	
38.	San Mateo	Yvonne Shiu
39.	Sequoia	Morgan Marchbanks or Ed Huber
40.	So. San Francisco	Michael Coyne or Matt Schaukowitch
41.	Summit Prep	Maura Dudley or Dan Robinson
42.	St. Lawrence	Joe Endaya
43.	Terra Nova	Thomas Minshew or the Athletic Director
44.	Westmoor	Allan Reyes or the Athletic Director
45.	Woodside	David Reilly or Mary Jo Fox
	* Associates members	No vote in realignment
	None in the northern conference	

**SEE ATTACHED FORM TO BE COMPLETED ASAP
IF NO ONE IS LISTED AFTER YOUR SCHOOL NAME.**



California Interscholastic Federation

Marie Ishida, Executive Director

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**TO: SUPERINTENDENT OF PUBLIC SCHOOLS
PRINCIPAL OF PRIVATE SCHOOLS**

FROM: MARIE ISHIDA

RE: ENCLOSED FORM TO RECORD DISTRICT AND/OR SCHOOL REPRESENTATIVES TO LEAGUES

DATE: APRIL 10, 2008

Enclosed is a form upon which to record your district and/or school representatives to leagues for next year 2007-2008. It is a form sent every year to you in order to obtain the names of league representatives to every league in the state and to make sure that the league representatives are designated by school district (or school) governing boards. It is a legal requirement that league representatives be so designated.

The education code gives the authority for high school athletics to high school governing boards. The code also requires that the boards, after joining CIF, designate their representatives to CIF leagues. This is a necessity!
(Ed. Code 33353 (a) (1))

We are asking that, after action by the governing board, you **send the names of league representatives to your CIF Section office**. Obviously, the presumption behind this code section is that the representatives of boards are the only people who will be voting on issues, at the league and section level, that impact athletics.

If a governing board does not take appropriate action to designate representatives or this information is not given to Section offices within the required time frame, CIF is required to suspend voting privileges (CIF Constitution, Article 2, Section 25, p.16) for the affected schools.

At the State Federated Council level we will be asking that Sections verify that their representatives are designated in compliance with this Ed. Code section.

I hope this gives you a bit of background. Thank you for all you do to help support high school athletics. It is a valuable program in all high schools and we appreciate the support you give to the program and to CIF.

Please return the enclosed form by the date indicated on the form. Please contact us if we can give you further information.



California Interscholastic Federation

Marie Ishida, Executive Director

STATE OFFICE

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2008-2009 Designation of CIF/CCS Voting School Representatives to Leagues

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CCS** no later than July 2, 2008.

_____ School District/Governing Board at its meeting, _____
 (name of school district/governing board) (date)

appointed the following individual(s) to serve for the 2008-2009 school year as the school's league representative:

- **PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOLS' REPRESENTATIVES**
- It is strongly recommended that you name more than one person to represent each school—see Alternates below.
- If at this time you do not know the person's name who will be holding a position for next year, please simply put "principal" or "vice principal" or "athletic director" in the name space—that will allow whoever is in that position next year authority to vote.

NAME OF SCHOOL _____		
NAME OF REPRESENTATIVE _____	POSITION _____	
ADDRESS _____	CITY _____	ZIP _____
PHONE _____	FAX _____	E-MAIL _____

ALTERNATE NAME: _____ POSITION: _____

ALTERNATE NAME: _____ POSITION: _____

ALTERNATE NAME: _____ POSITION: _____

ALTERNATE NAME: _____ POSITION: _____

If the designated representative is not available for a given league meeting, an alternate designee of the district governing board may be sent in his/her place. **NOTE:** League representatives from public schools and private schools must be designated representatives of the school's governing boards in order to be eligible to serve on the section and state governance bodies.

Superintendent's Name (print) _____

Superintendent's Signature _____

Address _____ City _____ Zip _____

Phone _____ Fax _____

**PLEASE MAIL OR FAX THIS FORM to: CCS,
 6830 Via Del Oro, Suite 103, San Jose CA 95119
 FAX 408-224-0476**