

Plate Y.

PENINSULA ATHLETIC LEAGUE

Division of the
Central Coast Section of the
California Interscholastic Federation

CONSTITUTION AND BYLAWS

1982

Aragon High School
Burlingame High School
Capuchino High School
Carlmont High School
Hillsdale High School
Menlo-Atherton High School
Menlo School
Mills High School
San Mateo High School
Sequoia High School
Woodside High School

PENINSULA ATHLETIC LEAGUE

A R T I C L E I

Name

The name of this league shall be the Peninsula Athletic League.

The Peninsula Athletic League is a unit of the Central Coast Section of the California Interscholastic Federation and shall pass no laws in conflict with those parent bodies.

All games, contests and activities shall be governed by the National Federation Rules of the current year, unless specifically changed or directed otherwise by the CIF, CCS or the PAL. All items not specifically covered elsewhere shall be governed by rules and regulations of CCS and CIF, and such rules and regulations shall be deemed as part of these Bylaws.

A R T I C L E II

Objective

The object of the Peninsula Athletic League shall be to promote interscholastic wholesome athletic activities that are consistent with sound principles of education.

A R T I C L E III

Membership

The membership in the Peninsula Athletic League shall consist of Aragon High School, Burlingame High School, Capuchino High School, Carlmont High School, Hillsdale High School, Menlo-Atherton High School, Menlo School-Boys, Mills High School, San Mateo High School, Sequoia High School, Woodside High School, and such other high schools, located in San Mateo County, admitted by a two-thirds majority vote (8 schools) of the principals of the member schools.

A R T I C L E IV

Management

Section 1. The government of this League shall be vested in a Board of Managers, which shall consist of the principals of schools holding membership in this League. Through this Board, each school shall have a single vote.

- 1.1 In response to an occasional emergency, a principal may designate another administrator to represent the school for that particular meeting. Prior notification to the president is required.
- 1.2 Meeting dates are published and open to all parties interested in observing such sessions.

Section 2. The Board of Managers shall annually, at a regular meeting, elect a president and treasurer. These officers shall serve until their successors are duly elected.

2.1 The president of the Board of Managers shall appoint a secretary from his/her staff.

2.2 Three representatives from the league shall be appointed to the CCS Board of Managers. At least two shall be administrators serving more than half-time in that capacity. At least one representative shall be a female.

2.2.1 The League Commissioner is expected to attend the CCS Board of Managers meetings.

Section 3. The Peninsula Athletic League shall employ/appoint a league commissioner who shall be the executive secretary.

3.1 Each member school shall provide an athletic director (or sports coordinator) to meet with the commissioner on all sport bylaw proposals which affect the conduct and management of sports prior to presentation to the Board of Managers.

A R T I C L E V

Duties of Board of Managers, Officers, Commissioners and Committees

Section 1. The Board of Managers shall have the following powers and duties:

- 1.1 Admit or expel any eligible school by a 2/3 vote of the member schools
- 1.2 Fix and enforce penalties
- 1.3 Determine what forms of athletic activities shall be conducted
- 1.4 Levy assessments
- 1.5 Make and amend rules and bylaws for the government of this League; and ratify, amend, or reject the constitution
- 1.6 Judge the qualification of its own members
- 1.7 Institute and conduct the impeachment of its officers
- 1.8 Investigate the eligibility of all athletes of any school of this League at any time, with power to disqualify any athlete of any school of this League for such period of time as may seem best to the Board
- 1.9 Define the time and place of all athletic activities of this League
- 1.10 Have complete control of the finances of the League, but not membership schools or specific school districts
- 1.11 Provide for a complete record of the various events held under the auspices of the League
- 1.12 Elect a successor in the case of a vacancy in any office
- 1.13 Exercise or provide for the exercise of all functions of the League not elsewhere specifically provided for in the Constitution or Bylaws

Section 2. The officers of the Peninsula Athletic League shall be governed by Roberts Rules of Order and shall perform those duties normally assigned to each.

2.1 The secretary will send copies of the minutes to all Board members.

Section 3. The League Commissioner, under direction of the Board of Managers, shall:

- 3.1 Act as executive secretary for the Board of Managers. The commissioner shall prepare an agenda in coordination with the athletic directors/sports coordinators and the president of the Board of Managers for all meetings. It will be presented at least one week prior to the meeting.
- 3.2 Set up the process of scheduling, monitoring and distributing schedules for all sports in the League. Publish and distribute all schedules.
- 3.3 Arrange for the assignment of officials for all sports.
 - 3.31 Select and contract assignors
 - 3.32 Work with all sports' officials associations to insure both quality and quantity of officials
- 3.4 Interpret all rules and regulations as they apply to PAL, CCS and CIF Constitution and Bylaws.
- 3.5 Provide to each school principal affidavits for verification of the eligibility of all current athletes--one at the beginning of the school year and others at the beginning of each marking period.
- 3.6 Arrange for qualification of athletes (other than CCS-CIF eligibility) in sports that have unique qualifications.
- 3.7 Provide a current copy of the League Constitution and Bylaws. At the beginning of each school year, the commissioner will supply each school with copies of the updated Bylaw changes of the previous year.
- 3.8 Rule on all protests as initiated through proper channels. Attempt to mediate disputes between and among schools.
- 3.9 See that League passes are available for distribution at the beginning of the school year.
- 3.10 Order and distribute League awards as authorized.
- 3.11 Compile and distribute an annual Coaches Directory to League schools, press, other leagues, and CCS.
- 3.12 Coordinate and direct all League play-offs and play-offs which involve the PAL with other leagues.
- 3.13 Attend all meetings to accomplish the job description. Meetings will include: Board of Managers, athletic directors/sports coordinators, various sports groups, coaches association, and CCS meetings. Attend special meetings when necessary. Distribute notices of such meetings to all concerned.

- 3.14 Prepare the agenda and serve as chairman of the athletic directors/sports coordinators meetings.
- 3.15 Assist in implementation of Title IX as pertains to athletics.
- 3.16 Assume responsibility for office administration, office of the League commissioner.
- 3.17 Attend selected athletic contests for purpose of observing and evaluating the athletic program.

Section 4. Committees

- 4.1 There shall be as many standing and temporary committees as is deemed necessary by the Board of Managers of this League.
- 4.2 All committees shall be appointed for a one-year term by the president of this League with the advice and consent of the Board of Managers.

A R T I C L E VI

Meetings

Section 1. Regular meetings of the Board of Managers of this League shall occur beginning with the month of August unless the Board of Managers shall decide otherwise. It is expected that a minimum of four meetings per year shall occur.

- 1.1 Special meetings may be called at any time by the president of the League on his/her own initiative, or upon the request of three or more members of the Board of Managers, provided that all member schools are notified in writing of the time, place, and agenda at least 48 hours in advance.

Section 2. A majority of the member schools shall constitute a quorum.

- 2.1 Telephone votes shall not be accepted on any issue requiring a 2/3 majority.

Section 3. Meetings of the Board of Managers of this League shall be governed by Roberts Rules of Order and officers shall perform the duties normally assigned such officers. The officers, for purposes of succession, shall rank as follows: president, treasurer.

Section 4. Notice of all meetings and their agenda shall be sent to member principals at least one week prior to the meeting.

- 4.1 All agenda items affecting the conduct and management of specific sports will carry a recommendation from the commissioner who will have discussed the topic with AD/SCS at a separate and prior meeting.

Section 5. Meetings are open to the public and/or interested parties who wish to attend as observers.

A R T I C L E VII

Dues

After due notification by the treasurer of the League, no member school may compete in any League activity until such time as all dues to the League and to all associations with which it is officially accredited are fully paid.

A R T I C L E VIII

Superintendents' Approval

Section 1. No action affecting the expenditure of public funds will be in effect unless consistent with state legislation, district policies and district approved procedures.

A R T I C L E IX

Amendments

Section 1. Amendments of this Constitution must be presented in writing at a meeting of the Board of Managers and acted upon at the following meeting. A two-thirds vote of the member schools' principals of this League shall be necessary for the adoption of any amendment. (8 schools)

PENINSULA ATHLETIC LEAGUE BYLAWS

A R T I C L E I

Rules of Activities

Section 1. All games, contests or activities shall be governed by the rules of the current year as listed below unless specifically changed by the CIF, CCS or the PAL Board of Managers.

- Badminton - U.S. Badminton Association
- Baseball - National Federation of State High School Athletic Association
- Basketball - National Federation of State High School Athletic Association
- Cross-country - National Federation of State High School Athletic Association
- Field Hockey - National Federation of State High School Athletic Association
- Flagball - Mid-Peninsula League Rules
- Football - National Federation of State High School Athletic Association
- Golf - U.S. Golf Association
- Gymnastics (B) - Federation International Gymnastics
- Gymnastics (G) - Federation International Gymnastics
- Soccer - National Federation of State High School Athletic Association
- Softball - National Federation of State High School Athletic Association
- Swimming - National Federation of State High School Athletic Association
- Tennis - National Federation of State High School Athletic Association
- Track - National Federation of State High School Athletic Association
- Volleyball - National Federation of State High School Athletic Association
- Water Polo - National Federation of State High School Athletic Association
- Wrestling - National Federation of State High School Athletic Association

Section 2. All sport bylaw proposals which affect the conduct and management of a League sport will be referred to the sports coordinators/athletic directors prior to presentation to the Board of Managers.

Any proposal not accepted by the sports coordinators' committee may be taken to the Board by the Coaches' representative.

Section 3. Expense of all Region, Section, and State competition shall be defined as entrance fees. Any other expense is subject to prior approval by the Board of Managers.

Section 4. Championships:

4.1 Championship standing, unless otherwise noted in Special Sports Ruling, shall be determined as follows: won games, 2 points; tie games, 1 point; lost games, 0 points. The system used to break ties is found in Article III, Section 5.3.

Section 5. Protests:

5.1 Protests will be filed with the opposing principal through the principal of the protesting school within two school days of the contest and in writing with the commissioner within five school days. Following the commissioner's decision, games or partial games will be replayed only (1) if the contest outcome will affect places one through four when a Shaughnessy play-off is scheduled, and (2) if places one or two are affected when two teams enter CCS play-offs and no Shaughnessy is scheduled.

5.2 An Appellate Protest Committee will rule on protests if the decision of the commissioner is appealed by one of the involved principals.

5.3 The Appellate Committee's composition shall be: one principal or assistant principal, one athletic director/sports coordinator and two coaches appointed by the League president. No commission member shall be associated with the schools involved in the protest.

5.3.1 The principal shall chair this committee.

Section 6. Scheduling:

6.1 The place of playing games in any sport or activity shall alternate, if possible, between schools, and schedules shall rotate so that, except for the natural rival, the last game opponent for one year will become the first game opponent the next year. (Traditionals - exception)

6.2 By mutual consent of principals, place or time of playing games may be changed.

6.3 Afternoon contest shall commonly be scheduled for 3:15 unless otherwise noted and authorized by the Board of Managers or the principals involved.

6.4 Extra or post-season games require special Board of Managers approval.

- 6.5 Principals may agree to postpone any contest because of inclement weather, epidemic, or other causes. The scheduled home school shall assume responsibility for postponement, but such postponement must be made known to all concerned by 1:00 p.m. for afternoon contests and prior to the close of school for night contests.
- 6.6 When playoffs extend a season, league games affected by the play-off may be scheduled at a later date.
- 6.7 During quarter and semester examination weeks and vacation periods, league contests will be scheduled in such a manner as to least interfere with the education program.
- 6.8 No league contests shall be scheduled on Board of Trustees' approved school holidays without prior approval of the Board of Managers.
- 6.9 Postponed contests shall be rescheduled by coaches with the approval of sports coordinators and principals. It shall be the home coach's responsibility to notify the assignor and the office of the commissioner of the date and time of the rescheduled contest.
- 6.10 Game scheduling shall be consistent with the policies and practices of each school district, independent of each other, e.g., San Mateo Union High School District night contests are limited to Fridays; Sequoia Union High School District contests are not.

A R T I C L E II (Bylaws)

Eligibility of Athletes

- Section 1. Restrictions: The League shall pass no rules less stringent than those provided in the Constitution and Bylaws of the Central Coast Section; however, the League may adopt more restrictive eligibility requirements.
- Section 2. A student cannot finish playing on an outside team and then join his/her school team after the specific specific sport season has begun. (Art. II, Sect. 6)
- Section 3. No student shall take part in any Frosh-Soph activity who is 17 years or older as of the first day of September of the current year.
- Section 4. Every athlete, before taking part in any activity, must be registered with the Commissioner of the PAL. Eligibility sheets will be checked by the principal or his delegate and be in the commissioner's office by the first league game in which the student may participate.
- Section 5. No athlete shall participate in more than one sport in one season; i.e., one fall, one winter, and one spring sport.

Section 6. PAL sport contests are:

- FALL - From the first date set for any team to begin practice through the last day of November
- WINTER - From the first day of December through the last day of February
- SPRING - From the first day of March to the end of school

It shall be the Board's intent to contain fall, winter, and spring sports within the prescribed calendar limits. However, by special action, the Board may make special allowances beyond the limits when it appears expeditious to do so.

Section 7. Desegregation policy transfers or alternative school transfers shall be eligible immediately. This will be a one-time transfer only. Principals of the two schools involved shall sign the special transfer form.

A R T I C L E III (Bylaws)

Travel, Practice and Playoffs

Section 1. Travel of teams other than invitational events and championships shall be limited by district restrictions. As a function of the district, Menlo School, Sequoia Union High School District and San Mateo Union High School District may have variable limitations placed on them.

- 1.1 Extended travel beyond the most liberal of member districts must be approved by the Board of Managers.
- 1.2 Extended travel beyond the local district's restrictions but within limits of the PAL must have the approval of the principals of that district.

Section 2. Practice

- 2.1 Teams or individuals may not practice on Sundays.
- 2.2 Varsity football and wrestling teams may hold an interschool scrimmage as defined in CIF bylaws.
- 2.3 Only golf and tennis teams may exceed two and one-half hours on-the-field practices.
- 2.4 The earliest starting practice dates are as follows:

FOOTBALL The date set for the first practice shall comply with CIF rule 1301 - "There shall be no football games until the squad has had 14 days of practice before the first game." Practice shall begin no earlier than 14 days prior to the first scheduled contest. The specific date shall be determined annually.

CROSS-COUNTRY	}	No sooner than the first day of any member school
FIELD HOCKEY		
C-D BASKETBALL		
SWIMMING, GIRLS		
TENNIS, GIRLS		
VOLLEYBALL		
WATER POLO		
BASKETBALL	}	November first
FLAGBALL		
WRESTLING		
SOCCER		
GYMNASTICS	-	Start after Christmas
BADMINTON	}	The first day of the Spring Semester of any member school
BASEBALL		
GOLF		
SOFTBALL		
SWIMMING		
TENNIS		
TRACK		

2.5 Definition of Practice: A practice is the extension of the school day for the purpose of working out in a specific sports activity, with the majority of the team players involved, under supervision of the coach assigned to the sport by the school administration.

Section 3. Extra or post-season games beyond regularly scheduled tournaments and play-offs require special Board approval. Non-interscholar contests, for fund raising purposes--alumni, student-faculty, etc.--involving varsity team members in that sport, shall not count in the stated maximum contests allowed. Only one such contest may occur prior to the end of League play.

Section 4. When play-offs or tournaments extend the season of a sport beyond League competition in the succeeding sport, the affected games/matches/meets will be rescheduled to a later date. If schools cannot agree on a date, the commissioner will set the date.

Section 5. Shaughnessy Play-off Procedure

The PAL does not use the play-off system as the sole basis for selecting a champion. The PAL takes into consideration both the round robin and the Shaughnessy play-offs in determining a championship. A cochampionship may result and/or an additional play-off game may be required to determine the championship status and the league representative to further region and CCS competition.

5.1 Round Robin Champions

5.11 The team in first place at the end of the League season is declared, at the least, a cochampion.

5.12 If there is a two-way tie for first place at the end of the league season, both teams will be declared round robin champions. The tie breaking procedures will be used to determine the designated first place team for position in the Shaughnessy play-off.

5.13 If there is a three- or four-way tie for first place at the end of the League season, all first place teams will remain in first place, but the tie breaking procedures will be used to determine the placement of teams for Shaughnessy play-offs only. This will not give a cochampionship to any of the first place teams.

5.2 Championships

- 5.21 If the winner of the round robin and the play-offs is one of the same team, that team will be declared the League champion.
- 5.22 If the winner of the play-offs, all three rounds, is different from the designated first place team in a two-way tie, or is different from the round robin champion, that team will also be declared a cochampion.
- 5.23 If the winner of the play-offs was in a three- or four-way tie for first place in the round robin schedule, that team will be declared the League champion alone.
- 5.24 If the winner of the play-offs is other than one of the three teams tied for first place, the third round will be played between the same two teams who played in the second round. If the fourth place team wins the third round, both teams will be declared cochampions. If the team that was in the three-way tie at the end of the round robin wins the third round game, that team will be declared league champion alone.

5.3 Tie Breaking Procedures

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

- 5.31 Won-lost versus each other.
- 5.32 Won-lost versus teams above in the standing in order of finish.
- 5.33 Won-lost versus teams below in the standing in order of finish.
- 5.34 In a two-way tie, a one game play-off.
- 5.35 In a three- or four-way tie, a coin flip will be used in place of the above.

5.4 Game Sites

- 5.41 The policy will be: Team #1 will play Team #4 at Team #1's site; Team #2 will play Team #3 at Team #2's site.

Subsequent game sites will be the site of the team finishing higher in the standings.

- 5.42 Sites will be determined by the commissioner.
- 5.43 The commissioner will administer Shaughnessy play-offs, including arrangements for personnel and materials.

A R T I C L E I V (Bylaws)

Officials

Section 1. Assignment of officials is the responsibility of the commissioner. This is accomplished through the ASSIGNOR PROGRAM. ASSIGNORS are authorized for the following sports: Baseball, Basketball, Field Hockey, Flagball, Football, Gymnastics, Soccer, Softball, Volleyball, and Wrestling.

Section 2. Officials should in no way be connected with either of the competing schools, unless with mutual agreement.

Section 3. Officials in sports not listed in (1) above shall be provided by the home team.

Section 4. The commissioner should attempt to encourage the development of officials' associations.

Section 5. In case any official fails to appear, the principals or faculty representatives of the competing schools may agree upon some other available person to officiate.

Section 6. Although ASSIGNORS make the actual assignment of officials along with necessary changes, the ASSIGNOR'S decisions are subject to review by the commissioner.

Section 7. Any concern about the competence of an official, such concern relating to assignments for that official, should be made in writing by the coach, endorsed by the principal, and sent to the commissioner.

Section 8. The commissioner shall negotiate fees with the ASSIGNOR and/or associations and make recommendations to the Board of Managers. Officials' fees are set by the Board of Managers. It is the policy of this League to review fees annually and to set them at approximately 90% of CCS maximum recommended fees.

A R T I C L E V (Bylaws)

Fiscal Procedures, Passes and Gate Procedures

Section 1. The commissioner will secure passes for the coming year for distribution at the last meeting of the Board in June. To avoid delay in ordering, the name of the current league president will appear on following year's passes.

Section 2. Peninsula Athletic League passes will designate the admittance of a specifically named bearer and immediate family. No blank passes will be issued. Pass restrictions are to be strictly enforced.

Section 3. Any funds deemed necessary by the PAL Board of Managers for League expenses shall be accrued by income from the Shaughnessy play-offs or a pro-rata assessment (6/11 San Mateo Union High School District, 4/11 Sequoia Union High School District, and 1/11 Menlo School).

3.1 Membership dues in the League shall be determined annually.

Section 4. Member schools and/or districts shall be responsible for their own expenses (coaching, officials, supervision, travel, equipment and supplies, dues, cleaning and repair, etc.).

4.1 The home school or district shall keep the gate receipts.

4.11 San Mateo Union High School District shall distribute their receipts equally among their district schools.

Section 5. Gate Procedures

5.1 Price of adult admission and other nonstudent admission will be established annually.

5.2 Member schools and/or districts shall establish their student association card prices independently.

5.3 No lifetime passes are to be issued or honored unless approved by PAL Board of Managers.

5.4 Only the principal of the home school may make entrance adjustments at his/her home contest.

Section 6. Schedules of fees to be paid for officials and schedules of admission charges to athletic contests will be published by the Board of Managers and reviewed annually.

A R T I C L E VI (Bylaws)

Awards

Authorized Peninsula Athletic League awards include (1) pennants for recognized PAL Championship, (2) certificates recognizing "All League Selection," and (3) other:

A R T I C L E VII (Bylaws)

Victory Celebrations, Noisemakers, Rallies, Posters

Section 1. It is contrary to League practice to throw coaches, players, or others into swimming pools or showers. Such action may result in a forfeiture action by the Board of Managers.

Section 2. Bells, horns, whistles, klaxons, sirens, or any other mechanical noisemakers are illegal for indoor contests.

Section 3. Musical instruments are considered to be illegal noisemakers except when being used as part of a musical selection for indoor contests.

Section 4. Night rallies, bonfire rallies, car caravans, parades and floats are prohibited unless specifically authorized by the Board of Managers.

Section 5. Signs at athletic events:

- a. Signs are to be in good taste and reflect good sportsmanship.
- b. Masking tape should be used to fasten signs with the exception of one banner per school.
- c. Basketball signs are to be posted above each school's rooting section before the beginning of the first game. There shall be no signs posted at the ends of the gymnasium.

(Note: It is recommended that should a question arise regarding these rules, the administrators responsible for the supervision of the contest shall confer and jointly solve the question.)

Section 6. Property Damage

When the damage to school property is the result of actions by students from another school, the student body or the individuals of the offending school shall make full restitution.

Section 7. No alcoholic beverages or intoxicants are permitted at the site of any athletic contest or on the campus of any league school at any time. Should any team or team member bring, use, possess, give, or deliver any intoxicants, in violation of this section, the team shall forfeit the game on the date of the violation and may have additional penalties imposed by the Commissioner and/or the Board of Managers.

A R T I C L E VIII (Bylaws)

All-League Selections

The method of selection may vary from sport to sport and will be included in Special Sport Rulings (Sport Bylaws), which are subject to approval by the Board of Managers.

A R T I C L E IX (Bylaws)

Sport Chairperson

1. The commissioner shall appoint a chairperson for each sport, to serve for a one-year period. Such appointments should rotate among the schools.
2. A sport chairperson shall call and conduct regularly scheduled meetings of all coaches in the respective sport.
3. It shall be the responsibility of the sport chairperson to transmit suggestions, recommendations, and concerns of the sports coaches to the sports coordinators/athletic directors. It is to be expected that what goes to the sports coordinators/athletic directors in the form of proposal or recommendation will come back to the sport chairperson in the form of "action taken."
4. The sport chairperson will have the responsibility of recommending changes of the Sport Bylaws in the PAL Constitution.
5. The sport chairperson will have the responsibility of forwarding all communications from the Board of Managers, PAL Commissioner and the Sports Coordinators/Athletic Directors' Council to ALL coaches.

A R T I C L E X (Bylaws)

PENINSULA ATHLETIC LEAGUE PROGRAM
TOTAL GAME LIMIT

FALL SEASON

TOTAL GAME LIMIT

Basketball, (Ltw) or C-D	
Cross-Country	
Field Hockey, V	
Field Hockey, NV	
Football, V	10
Football, NV	7
Swimming, G	
Tennis, G, V	
Tennis, G, NV	
Volleyball, V	
Volleyball, NV	
Water Polo, V	
Water Polo, NV	

WINTER SEASON

Basketball, B, V	
Basketball, B, NV	
Basketball, G, V	
Basketball, G, NV	
Flagball, V	
Flagball, NV	
Soccer, B, V	
Soccer, B, NV	
Soccer, G, V	
Soccer, G, NV	
Wrestling, V	
Wrestling, NV	

SPRING SEASON

Badminton, V	
Baseball, V	
Baseball, NV	
Golf, V	
Gymnastics, B, V	
Gymnastics, B, NV	
Gymnastics, G, V	
Gymnastics, G, NV	
Softball, V	
Softball, NV	
Swimming, V, B&G	
Swimming, NV, B&G	
Tennis, B, V	
Tennis, B, NV	
Track, V, B&G	
Track, NV	
Track, F	

A R T I C L E XI (Bylaws)

Amendments

These Bylaws may be amended at any regular or special meeting of the Board of Managers by a majority vote.

APPENDIX

ASSIGNOR OF ATHLETIC OFFICIALS
AGREEMENT

NAME OF ASSIGNOR _____ SPORT _____

1. The ASSIGNOR agrees to submit advance assignment schedules to coaches and to the league commissioner and to provide a list of officials, including addresses, home and work telephone numbers and social security numbers to:
 - a. all schools, c/o coaches concerned
 - b. athletic directors of all schools
 - c. district pay record office
 - d. commissioner's office
 - e. all officials
2. Reassignments due to time, date, and/or place change made at the request of the school shall be made by the ASSIGNOR.
3. Reassignments due to cancellation by officials for any reason shall also be made by the ASSIGNOR. The ASSIGNOR may make arrangements with officials and official associations concerning additional charges that may be associated with multiple reassignment of this nature.
4. The ASSIGNOR agrees to provide a telephone number where he/she may be reached during any one-hour time period daily during the sport season.
5. ASSIGNOR'S fee will be calculated at the rate of two dollars (\$2.00) per assignment per official. Payment of the ASSIGNOR fee will be made at the end of the sport season at which time the ASSIGNOR will provide the league commissioner with a record of all assignments made.

NOTE: Fees include PRACTICE, LEAGUE AND SHAUGHNESSY play-off games (if the sport has a play-off system). Fee does NOT include TOURNAMENT or POST SEASON assignments. Assignor should make arrangements with TOURNAMENT SPONSOR for payment.

LEAGUE COMMISSIONER, PAL

ASSIGNOR

PHONE: HOME _____ WORK _____

TIME AVAILABLE TO PHONE _____ DAILY (circle availability phone #)

SOCIAL SECURITY NUMBER _____

ADDRESS _____ ZIP _____

APPENDIX

THE CONSTITUTION OF CALIFORNIA INTERSCHOLASTIC FEDERATION CARDINAL ATHLETIC PRINCIPLES

To be of maximum effectiveness, the athletic program will:

1. Be a well-coordinated part of the secondary school curriculum.
2. Justify the use of the tax funds and school facilities because of the educational aims achieved.
3. Be based on the spirit of amateurism.
4. Be conducted by secondary school authorities.
5. Provide opportunities for many students to participate in a wide variety of sports in every sport season.
6. Eliminate professionalism and commercialism.
7. Prevent "All-Star" contests or other promotional events.
8. Foster training in conduct, game ethics, and sportmanship for participants and spectators.
9. Include a well-balanced program of intramural sports.
10. Engender respect for local, state, and national rules and policies under which the school program is conducted.

CODE OF ETHICS

It is the duty of all concerned with high school athletics:

1. To emphasize the proper ideals of sportmanship, ethical conduct and fair play.
2. To eliminate all possibilities which tend to destroy the best values of the game.
3. To stress the values derived from playing the game fairly.
4. To show cordial courtesy to visiting teams and officials.
5. To establish a happy relationship between visitors and hosts.
6. To respect the integrity and judgment of sports officials.
7. To achieve a thorough understanding and acceptance of the rules of the game and the standards of eligibility.
8. To encourage leadership, use of initiative, and good judgment by the players on a team.
9. To recognize that the purpose of athletics is to promote the physical, mental, moral, social and emotional well-being of the individual players.
10. To remember that an athletic contest is only a game--not a matter of life and death for player, coach, school, officials, fan, community, state, or nation.

APPENDIX

SPORTSMANSHIP POLICY STATEMENT

SPORTSMANSHIP

The Board recognizes that individual school administrators retain primary responsibility for the conduct of all interscholastic athletic activities in which Section schools participate. Such responsibility includes the behavior of all participants: players, coaches, representative student groups and spectators.

The Board recognizes that each league within the Section, through the several league Boards of Managers, has undertaken leadership in the matter of upgrading the atmosphere in which all interscholastic athletic contests are conducted. The Board is appreciative and supportive of such leadership and programs initiated at the league level.

As the coordinating body for all interscholastic athletic activity conducted within the Section, the Board establishes the following policy concerning sportsmanship at all athletic events among member schools.

1. Players are expected to conduct themselves in a manner which shall bring credit to themselves, their schools, communities, coaches and families. They shall refrain from all conduct which tends to degrade, bait, intimidate, or otherwise discredit their opponent, officials, or interscholastic athletics.
2. Coaches are expected to maintain decorum consistent with the educational values of interscholastic athletics. By personal example, coaches are expected to demonstrate their awareness of these values by showing restraint and composure in the emotional climate of an athletic contest and to insist that players in their charge conduct themselves in a sportsmanlike manner.
3. Responsible member school personnel are expected to instruct and supervise the conduct of student spirit leaders, rooting sections, bands, and other student groups in order to achieve an atmosphere consistent with good sportsmanship. School administrators are expected to control or cause to be controlled spectators in such a manner that all athletic contests are conducted in an atmosphere which is consistent with the educational values of interscholastic athletics.
4. Flagrant instances of unsportsmanlike behavior on the part of players, coaches, and/or fans should be reported by the school principal(s) to the Board of Managers through the Section Commissioner, together with a description of action taken by member schools.