

PACIFIC COAST ATHLETIC LEAGUE BY-LAWS

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PACIFIC COAST ATHLETIC LEAGUE BY-LAWS

PART ONE. GENERAL GOVERNANCE

Article 1. NAME

The name of this corporation is Pacific Coast Athletic League. It is a California Public Benefit Corporation organized under the Nonprofit Corporation Law of California (“California Nonprofit Corporation Law”). Hereinafter, this corporation may be referred to as either “the Corporation” or “the League”.

Article 2. PURPOSE

2.1 General Purpose

Pacific Coast Athletic League is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public and charitable purposes. It is organized exclusively for educational and charitable purposes under section 501(c)(3) of the Internal Revenue Code of the Internal Revenue Code of 1986, as amended (the “Code”), or the corresponding section of any future federal tax code.

2.2 Specific Purpose

Pacific Coast Athletic League is formed to promote opportunities for the students of its League schools to participate in organized education-based athletic programs within a framework that promotes: equitable competition; good sportsmanship by coaches, student-athletes, and fans; and a healthy and safe athletic environment.

Article 3. LEAGUE SCHOOLS

3.1 Members

The League shall have no members within the meaning of section 5056 of the California Nonprofit Corporation Law.

3.2 League Schools

The League consists of public and private high schools located in the following four California Counties: Monterey, San Benito, Santa Clara and Santa Cruz.

3.3 Additional Schools

Additional schools may be added to the original thirty-three League schools in accordance with such policies as may be developed by the Board of Managers regarding consideration of additional schools.

3.4 Suspension or Expulsion of League School

Any violation of the Constitution or Bylaws of PCAL, or any order of the Board of Managers of PCAL may result in suspension or expulsion from PCAL. A two-thirds vote of the entire membership of the Board of Managers is required for suspension or expulsion.

Article 4. AFFILIATIONS AND AUTHORIZATIONS

The League is affiliated with, and its schools members of, the California Interscholastic Federation (hereinafter "State CIF") and the Central Coast Section of the State CIF (hereinafter "CCS"). The League is subject to all laws of the State of California and the rules and regulations of said State CIF and CCS. The rules of the League may be more restrictive than these governing laws and rules, if desired by the Board of Managers, and the rules of the League schools may be more restrictive than any of the above should the school so decide.

Article 5 LIMITATIONS

5.1 Political Activities

The Corporation has been formed under California Nonprofit Corporation Law for the charitable purposes described in Article 2, and it shall be nonprofit and nonpartisan. No substantial part of the activities of the Corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in or intervene in any political campaign (including the publishing or distribution of statements) on behalf of, or in opposition to, any candidate for public office.

5.2 Prohibited Activities

The Corporation shall not, except in any insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes described in Article 2. The Corporation may not carry on any activity for the profit of its Officers, Directors or other persons or distribute any gains, profits or dividends to its Officers, Directors or other persons as such. Furthermore, nothing in these by-laws shall be construed as allowing the Corporation to engage in any activity not permitted to be carried on (i) by a corporation exempt from federal income tax under section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code") or (ii) by a corporation, contributions to which are deductible under section 170(c)(2) of the Code.

Article 6. DEDICATION OF ASSETS

6.1 Property Dedicated to Non-Profit Purposes

The property of the Corporation is irrevocably dedicated to charitable and educational purposes as defined by Section 501(c)(3) of the Code. No part of the net income or assets of the Corporation shall ever inure to the benefit of any of its Directors or Officers, or to the benefit of any private person, except that the Corporation is authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the purposes set forth in Article 2 hereof.

6.2 Distribution of Assets Upon Dissolution

Upon the dissolution or winding up of the Corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of the Corporation shall be distributed to a nonprofit fund, foundation, or corporation which is organized and operated exclusively for educational, charitable or public purposes and which has established its tax exempt status under Section 501(c)(3) of the Code or the corresponding section of any future federal tax code.

Article 7. BOARD OF MANAGERS

The board of directors of the League shall be called the “Board of Managers.”

7.1 Authority of Board of Managers

Subject to the provisions of the Articles of Incorporation of the Corporation (the “Articles of Incorporation”), California Nonprofit Corporation Law and any other applicable laws, the business and affairs of the League shall be managed, and all corporate powers shall be exercised, by, or under the direction of, the Board of Managers of the League. The Board of Managers may delegate the management of the activities of the Corporation to any person or persons, management company or committee however composed, provided that the activities and affairs of the Corporation shall be managed and all corporate powers shall be exercised under the ultimate direction of the Board of Managers.

7.2 Members of Board of Managers

7.2.1 Number on Board of Managers

There shall be one representative to the Board of Managers from each League school. Each representative shall be the principal or head of the school, an assistant principal or assistant to the head of the school, if that assistant has responsibility for athletics, or an athletic director.

7.2.2 Selection of Board of Managers (need formal nominations from each school)

These representatives shall be named annually by the governing authority of the school they represent.

7.3 Meetings

7.3.1 Regular Meetings

There shall be three regular meetings of the Board of Managers each year, to be set on dates at least two days before the corresponding meeting of the CCS Board of Managers. This schedule is to provide the League input to the CCS measures to be decided at those CCS meetings.

7.3.2 Annual Meeting (final regular meeting of fiscal year)

The third regular meeting of the year shall be the Annual Meeting of the Board of Managers.

7.3.3 Special Meetings

From time to time, if needed, there may be additional special meetings of the Board of Managers. Said special meetings may be called by the League President with at least 72 hours electronic notice to the representatives to the Board of Managers.

7.3.4 Quorum

The quorum necessary for conducting Board of Managers business shall be at least one-half (50%) of the total representatives to the Board of Managers.

7.3.5 Meeting Calendar

An annual League meeting calendar shall be established by the Board of Managers each year by June 30 for the ensuing fiscal year.

7.4 Officers and Role of Each

7.4.1 How and When Officers Chosen

No later than at its first meeting each fiscal year, the Board of Managers shall elect the following League officers: President, Vice-President, Secretary, Treasurer, and the League Representatives to the CCS Board of Managers.

7.4.2 President

The League President shall preside over meetings and shall preside over all meetings of the Board of Managers; shall serve as one of the League Representatives to the CCS Board of Managers; and shall call special meetings of the Board of Managers as necessary.

7.4.3 Vice-President

The Vice President shall, in the absence or disability of the President, perform all the duties of the President and, when so acting, have all the powers of and be subject to all the restrictions upon, the President. The Vice President shall have such other powers and perform such other duties as may be prescribed by the Board.

7.4.4 Secretary

The Secretary of the League shall attend to the following:

7.4.4.1 Bylaws

The Secretary shall certify and keep or cause to be kept at the principal office of the Corporation the original or a copy of these Bylaws as amended to date.

7.4.4.2 Minute Book

The Secretary shall keep or cause to be kept records of all meetings in a minute book. That minute book may be kept electronically.

7.4.4.3 Notices

The Secretary shall give, or cause to be given, notice of all meetings of the Board in accordance with these Bylaws.

7.4.4.4 Corporate Records

Upon request, the Secretary shall exhibit or cause to be exhibited at all reasonable times to any Director, or to his or her agent or attorney, these Bylaws and the minute book.

7.4.4.5 Other Duties

The Secretary shall have such other powers and perform such other duties incident to the office of Secretary as may be prescribed by the Board or these Bylaws.

7.4.5 Treasurer

The Treasurer of the League shall attend to the following:

7.4.5.1 Books of Account

The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and records of accounts of the assets and liabilities, income and expenses of the League. These books shall be open to inspection by any Director at all reasonable times.

7.4.5.2 Financial Reports

The Treasurer shall prepare, or cause to be prepared, the financial statements to be included in any required reports.

7.4.5.3 Deposit and Disbursement of Money and Valuables

The Treasurer shall deposit, or cause to be deposited, all money and other valuables in the name and to the credit of the Corporation with such depositories as may be designated by the Board; shall disburse, or cause to be

disbursed, the funds of the Corporation as may be authorized by the Board; and shall have other powers and perform such other duties incident to the office of Treasurer as may be prescribed by the Board or these Bylaws.

7.4.5.4 Bond

No bond shall be required of any person serving as Treasurer or assisting the Treasurer in the duties of that position.

7.4.6 League Representatives to CCS Board of Managers

On an annual basis, no later than the first Board of Managers meeting of the year, the Board of Managers shall appoint from its members the League representatives to the CCS Board of Managers. The number of such representatives shall be determined by the CCS, and the League President shall be one of those representatives.

7.5 Compensation of Members of Board of Managers

There shall be no compensation from the League to any member of the Board of Managers, nor, unless and until approved by the Board of Managers, shall any individual member of the Board of Managers be entitled to repayment from the League for any out-of-pocket expenses incurred by him/her related to the League.

7.6 Committees of the Board of Managers

7.6.1 League Appeals Panel

There shall be a League Appeals Panel established from the Board of Managers to deal with appeals from League schools related to protests and ejections. That panel will consist of a pool of six members of the Board of Managers appointed by the League President at the first Board of Managers meeting each year. At any time during the year that an appeal is made by a League school to the Board of Managers, three persons from the pool shall be named to hear and decide the appeal. No person hearing an appeal shall be from the appealing League school.

7.6.2 Ad Hoc Committees

The Board of Managers from time to time may establish ad hoc committees to perform designated tasks related the governance and operation of the League. Minutes of meetings of all such committees shall be maintained and disseminated to the entire Board of Managers.

7.7 Conflict of Interest Policy

The Board of Managers shall develop a policy that prohibits a conflict of interest between the interests of any individual Board member and the actions of the Board of Managers as a whole.

Article 8. CORPORATE RECORDS

The Secretary and Treasurer shall maintain, or cause to be maintained, all corporate records.

Article 9. ENFORCEMENT OF BY-LAWS, SPORTS RULE AND POLICIES

The enforcement of all League By-Laws, League Sports Rules and Policies rests ultimately with the Board of Managers.

Article 10. AMENDMENT OF BY-LAWS AND SPORTS RULES AND POLICIES

10.1 Amendment of By-Laws

The Board of Managers may adopt, amend or repeal bylaws. Such power is subject to the following limitations:

(a) Where any provision of these Bylaws requires the vote of a larger proportion of the Board of Managers than otherwise is required by law, such provision may not be altered, amended or repealed except by the vote of such greater number.

(b) If bylaws are adopted, amended or repealed at a meeting of the Board of Managers, such action is authorized only at a duly called and held meeting for which written notice of such meeting, setting forth the proposed bylaw revisions with explanations therefor, is given in accordance with these Bylaws, unless such notice is waived in accordance with these Bylaws. Said written notice may be given electronically.

10.2 Amendment of League Sports Rules and League Policies

The Board of Managers may adopt, amend or repeal League Sports Rules related to the individual sports sponsored by the League as well as any Policies promulgated by the Board of Managers.

Article 11. FINANCES

11.1 Fiscal Year (July 1- June 30)

The League finances and accounting will be based on a Fiscal Year that begins on July 1 and ends on June 30 each year.

11.2 Budget (Annual by June 30 for the next year)

A budget shall be prepared and authorized by the Board of Managers for each fiscal year no later than June 30 preceding that fiscal year.

11.3 Accounting and Expenditures

11.3.1 Accounting Principles

The League shall use generally accepted accounting principles when handling and disbursing League funds.

11.3.2 Expenditures

All funds expended by the League must be budgeted and authorized. Any special expenditures not in budget must have prior authorization by the Board of Managers.

11.4 Fees paid by League Schools

11.4.1 League and Supplemental schools

All schools that have been included at their request in a league approved sport schedule, whether League schools or supplemental schools, shall be assessed fees for league participation, even if they later find that they cannot or will not compete that schedule. Those fees shall be used to offset the costs of League operations.

11.4.2 Amount

The amount of these fees will be set by the Board of Managers on an annual basis by June 30 for the next school year, and the fee for Supplemental schools may differ from the fee for League schools.

11.4.3 Special Assessments

The Board of Managers may set special assessments of League schools from time to time as may be necessary to sustain the ongoing operations of the League. Any such special assessment shall require a Two-Thirds approval of the Board of Managers representatives in attendance at a duly called meeting of the Board of Managers.

11.4.4 Billing

The League shall send an Invoice to each League and Supplemental school prior to each sports season (Fall, Winter, Spring) for fees related to their participation in League play for that upcoming season. Fees so invoiced shall be payable within 30 days of billing.

11.5 No Credit Cards

No credit cards shall be issued to the League or in the name of the League.

11.6 Financial Records

All League financial records shall be made available to any League school for review as that League school may request.

Article 12. LEAGUE POLICIES

From time to time, the Board of Managers may establish policies concerning League matters. Those League policies shall be published on the League’s website, and they shall be binding on the League schools and enforceable by the Board of Managers.

PART TWO. GENERAL OPERATIONS

Article 13. ATHLETIC DIRECTOR COUNCIL

There shall be an Athletic Director Council for the League.

13.1 Members

The members of this Athletic Director Council shall be the Athletic Directors from each of the League Schools.

13.2 Role

The Athletic Director Council shall serve as an advisory group to the Board of Managers on matters related to the governance and operations of the League, and shall serve as the ongoing and primary contact point among the League Schools.

13.3 Meetings

13.3.1 Regular Meetings

The Athletic Director Council shall meet at least three times per year, with each such meeting being at least 2 days prior to the corresponding Board of Managers meeting. It is anticipated that the Athletic Director Council will conduct at least four other meetings during the course of the school year, with

such meetings to be calendared in advance as part of the League's annual meeting calendar.

13.3.2 Chairperson

No later than its first meeting of each fiscal year, the Athletic Director Council shall name from its members one person to serve as its chairperson for the year.

13.3.3 Special Meetings

The Athletic Director Council may hold special meetings from time to time, as the necessity may arise, and they shall be called under the direction of the Chairperson.

13.3.4 Quorum

As the role of the Athletic Director Council is advisory only, there shall be no quorum necessary for action by said Council at its meetings. Any recommendations to the Board of Managers from the Athletic Director Council shall reference the vote count for the recommendation.

13.4 Athletic Director Representatives for each Sport

13.4.1 By Sport

For each sport and each division in each gender in that sport, there shall be an Athletic Director assigned as the Athletic Director Representative for that sport and division.

13.4.2 Role

The role of the Athletic Director Representative shall include the following:

- a. Chairing the Pre-Season coaches meeting and preparing minutes of that meeting to be sent to all League Athletic Directors;
- b. Chairing the Post-Season coaches meeting and preparing minutes of that meeting to be sent to all League Athletic Directors;
- c. Ensuring that the League (Coach) Representative attends the CCS seeding and post-season evaluation meetings as set forth in Article 16.3 below; and
- d. Serving as a contact point for coaches and other Athletic Directors with questions or issues about the sport in question; and
- e. Ensure that the League Commissioner is sent the All-League results for that sport-division; and
- f. Serve as a liaison between coaches and the league governance structure concerning that sport-division, including the bringing to the governance structure of any League or CCS by-laws changes proposed by the coaches.

Article 14. LEAGUE COMMISSIONER

There shall be a Commissioner for the League, referenced herein as the League Commissioner. The League Commissioner shall be an officer of the League but shall not be a member of the Board of Managers.

14.1 Annual Selection

At its Annual Meeting each year, the Board of Managers shall consider and name an individual to fulfill the role of League Commissioner for the next school year.

14.2 Duties and Responsibilities

The League Commissioner shall have the following duties and responsibilities:

14.2.1 Board of Managers and Athletic Directors

The League Commissioner shall ensure the preparation of Agendas for the meetings of both Board of Managers and Athletic Directors; shall ensure the distribution of minutes of those meetings, shall ensure necessary official League correspondence, shall help implement the policies of the Board of Managers, and shall ensure maintenance and publication of updated current League By-Laws.

14.2.2 Schedules

The League Commissioner shall ensure the timely drafting of League Schedules for consideration first by the Athletic Director Council and ultimate approval of the Board of Managers.

14.2.3 Awards

The League Commissioner shall ensure the timely ordering and distribution of the League awards that are authorized by these By-laws.

14.2.4 Provide Assistance to Officers of the Board of Managers

The League Commissioner shall assist the Officers of the Board of Managers with the carrying out of their duties through preparation of meeting agendas and minutes and managing day to day operations of League finances. This shall include ensuring the filing of necessary state and federal tax and other returns and the maintenance of the Corporate records.

14.2.5 Open and Maintain League Bank Account

The League Commissioner shall have the authority to open a League bank account and to make deposits and write checks necessary for the league operations.

14.2.6 Liaison with CCS and other Leagues

The League Commissioner shall serve as the primary liaison between the League and the Central Coast Section, the State CIF, and other leagues within the CCS.

14.2.7 Liaison with Officials' Associations

The League Commissioner shall serve as the primary liaison between the League schools and the Officials' Associations which service the various sports of the League schools.

14.2.8 League Passes

The League Commissioner shall ensure the timely annual ordering and distribution to League schools of the Southern Conference League passes.

14.2.9 Protests and Appeals

The League Commissioner shall ensure that any protests and appeals by League schools are handled in accordance with the League's by-laws.

14.2.10 Sportsmanship Matters

The League Commissioner shall ensure the timely and appropriate resolution of any disputes or game ejections involving sportsmanship issues.

Article 15. COACHES

This Article applies to all coaches of all sports conducted by the League and League schools.

15.1 Certified per State CIF and CCS

All coaches must be trained and certified in accordance with the by-laws and rules of the State CIF and the CIF Central Coast Section. No League school shall allow a non-certified person to coach any level of any sport at that school.

15.2 Meetings

15.2.1 Pre-Season

For each of the three seasons of sport, there shall be a pre-season meeting of the head coaches from all League schools for the sports to be contested by the League for that season. All League schools shall send their head coaches or a designee to represent their school at these meetings. These meetings will be organized by the League Commissioner.

15.2.2 Post-Season

The coaches from each League sport shall have a post-season meeting for that sport, with the agenda to include the following: selection of all-league teams, if appropriate; division alignment issues for the ensuing year; proposed changes to League Sports Rules; and to recap the season just completed.

15.3 League Representatives

15.3.1 Annual Naming of League Representative

At their pre-season meeting each year, the coaches of each sport shall name one head coach for each division of sport to serve as the League Representative for that year for that sport-division.

15.3.2 Role of League Representatives

Each League Representative will have the following responsibilities:

1. Attend all CCS scheduled meetings for their sport.
2. Serve as a liaison between the coaches and Athletic Directors.
3. Ensure that League win/loss records are current.
4. Ensure that all League school season summary forms have been submitted to CCS for playoff consideration.
5. Attend and represent the best interests of all League schools at the CCS seeding meeting.
6. Attend and represent the League Schools at the CCS post-season evaluation meeting and report back to the League Commissioner.

15.4 Coach Proposed League By-Law or Sports Rule Changes

Any League By-Law or Sports Rule changes proposed by the coaches shall be put in writing by either the League Representative or the Athletic Director Representative for that sport and shall be sent to the League Commissioner for consideration by the Athletic Director Council and Board of Managers.

15.5 Coach Proposed CCS By-Law Changes

Any and all Coach proposed changes to the CCS Sports Playoff By-laws shall be sent by the coaches to the League Commissioner immediately after the coaches' meeting leading to the proposed change. No League proposal shall go to the CCS Sport Committee unless and until the Athletic Director Council has recommended by a vote of at least 2/3 majority, that such proposal should go forth as a League proposal to the appropriate CCS sport committee. That vote may be conducted electronically so as to avoid the need for a special meeting of the Athletic Director Council.

15.6 Ejection of Coach from Contest

The consequences of the ejection of a coach from any contest are set forth in Article 20.2 hereinbelow.

Article 16. STUDENT-ATHLETES

16.1 Eligibility and certification

16.1.1 Rules Determining Athlete Eligibility

Any athlete competing for a League school, including athletes who have transferred from another school, shall meet all requirements for eligibility as determined by the State CIF and the CCS before competing for the League school in any sport.

16.1.2 Certification of Eligibility

As required by the State CIF and the CCS, eligibility forms as furnished by the CIF, or reasonable facsimiles, properly filled out and certified by a school administrator for each sport must be forwarded by e-mail to the League Commissioner. Specific directions for the forms are as follows:

1. Prior to the first scheduled league contest, the administration of each member school shall send to the Commissioner's office an official *Principal's Certification of Eligibility* form for each team.
2. Names may be added to or deleted from the registration form via signed statement from the appropriate administrator.
3. Any student whose name appears on the *Principal's Certification of Eligibility* form for a particular team is a member of that team as of the first scheduled contest for that team.

16.1.3 Time of Determination of Academic Eligibility/Ineligibility

For each grading period in each League school there can be only one date and time when students may gain or lose academic eligibility for athletics. This date is set by each League school for its students, but all students at that school shall have the same date for determination of academic eligibility for athletics.

16.2 Athlete Movement Between Levels

16.2.1 Generally

Subject to any limitations set forth in this Article 16.2, Frosh, Frosh-Soph and JV players may move up to the next level at any time during the season. Also, downward movement is allowed at any time during the season due to no league championships at the lower levels.

NOTE: The contest limit applies to teams and individual players. If players move up or down, coaches are strongly urged to keep an accurate count of contacts to avoid going over the limit and having to possibly forfeit games.

16.3 Season Long Play for Athletes in Individual Sports (The "50% rule")

16.3.1 The Rule

The CCS rule concerning Season Long Play shall apply to the League final events as well. The following language shall be inserted at part of the League Rules for the sports of Cross Country, Girls Golf, Girls Tennis, Wrestling, Boys Golf, Swimming and Diving, Boys Tennis, and Track and Field: "In the sport of [name of individual sport, an individual athlete who would be unable to participate in

CCS playoffs due to failure to meet the CCS Playoff Policy regarding Season Long Play (participation in at least ½ the regular season League events) shall be ineligible to participate in the League Tournament, meet or match on behalf of his/her school, UNLESS participation in that League [Tournament, meet or match] itself will fulfill the 50% requirement or UNLESS the League Commissioner, upon application by the school determines that the athlete meets one of the exceptions to the rule established by CCS. ”

16.3.2 Application of Any Exceptions

A school that believes that its athlete falls under one of the CCS exceptions to this CCS rule shall submit a written appeal to the League Commissioner, including the exception sought and any supporting documentation for that exception. The League Commissioner shall determine whether the athlete’s situation falls within the exception, and if so, the athlete shall be allowed to participate in the League Tournament, meet or match. As per CCS by-laws, the decision of the League Commissioner shall be final.

16.4 Ejection of a Student-Athlete from Contest

The consequences of the ejection of a student-athlete from any contest are set forth in Article 20.2 hereinbelow.

Article 17. SEASONS OF SPORT; PRACTICE LIMITS; CONTEST LIMITS

There are three seasons of sport. The dates that those seasons begin and end, the limits and definitions concerning practices, and the limitations on the number of contests allowed in each sport in each season are determined by the State CIF and/or the Central Coast Section of the CIF. The League schools are subject to all such definitions and limitations of both governing bodies.

Article 18. LEAGUE SPONSORED SPORTS

The League shall establish, support and compete League play in designated sports each sports season under the terms and conditions set forth in this Article and elsewhere in these By-Laws.

18.1 Sports Sponsored by League with levels of Team Classifications for Each

The League shall support and compete league play in the following sports with the following levels of play in each:

Fall Sports

Girls Cross Country	Varsity, Junior Varsity, Frosh-Soph
Boys Cross Country	Varsity, Junior Varsity, Frosh-Soph
Field Hockey	Varsity, Junior Varsity
Football (11 person)	Varsity, Junior Varsity, Frosh
Girls Flag Football	Varsity, Junior Varsity
Girls Golf	Varsity, Junior Varsity
Girls Tennis	Varsity, Junior Varsity
Girls Volleyball	Varsity, Junior Varsity, Frosh-Soph
Girls Water Polo	Varsity, Junior Varsity
Boys Water Polo	Varsity, Junior Varsity

Winter Sports

Girls Basketball	Varsity, Junior Varsity, Frosh-Soph
Boys Basketball	Varsity, Junior Varsity, Frosh-Soph

Girls Soccer	Varsity, Junior Varsity
Boys Soccer	Varsity, Junior Varsity
Wrestling (Boys)	Varsity, Junior Varsity
Wrestling (Girls)	Varsity, Junior Varsity
Spring Sports	
Baseball	Varsity, Junior Varsity, Frosh-Soph
Boys Golf	Varsity, Junior Varsity
Girls Lacrosse	Varsity, Junior Varsity
Boys Lacrosse	Varsity, Junior Varsity
Softball	Varsity, Junior Varsity, Frosh-Soph
Girls Swimming & Diving	Varsity, Junior Varsity
Boys Swimming & Diving	Varsity, Junior Varsity
Boys Tennis	Varsity, Junior Varsity
Girls Track & Field	Varsity, Junior Varsity
Boys Track & Field	Varsity, Junior Varsity
Boys Volleyball	Varsity, Junior Varsity

18.2 Varsity Level

18.2.1 Varsity Level First

Absent Board of Managers approval to the contrary, any League school competing a sport shall first field a Varsity level in that sport first, before fielding a Junior Varsity or other lower level in that sport.

18.2.2 Application for Exception

Any League school wishing to field a lower level with no Varsity level shall submit written application for such approval to the League Commissioner who shall ensure that the application goes before the Athletic Director Council, then to the Board of Managers.

18.3 Participation in League Schedules by League Schools

18.3.1 League Hosted Sports

If the League hosts a sport, any League school wishing to compete in that sport shall compete in the League schedule, unless granted an exception pursuant to Article 18.2.2.

18.3.2 Sports not Hosted by League

If the League does not host a sport, any League school wishing to compete in that sport may seek to supplement into some other league for that sport.

18.4 Participation in League Schedules by Non-League Schools

18.4.1 Process for Adding

A non-league school seeking supplemental participation in a League schedule shall file with the League Commissioner a written application requesting same from the school principal. That application must be submitted prior to the consideration by the Athletic Director Council of the League schedule for the sport in question. The granting or denial of said application, and any terms and conditions therewith, including division placement, shall be wholly within the discretion of the League Board of Managers, with input from the Athletic Director Council.

18.4.2 Term of Commitment to Supplemental schools (year by year)

Any non-league school granted supplemental league membership in a particular sport shall be required to re-submit its request for such supplemental membership on an annual basis. Any granting of such an application for supplemental membership by the League shall not be deemed to give rights to the supplemental school to continue that membership beyond the one year granted.

18.5 League Sports Rules

The League shall develop League Sports Rules for each individual sport supported and competed by the League. These rules shall not conflict with the published rule books for those sports (See Article 21.1 hereinbelow) and shall be binding on each League school competing the sport in question. These rules shall be published on the League website.

Article 19. LEAGUE SPORTS COMPETITION AND SCHEDULES

19.1 Divisions

19.1.1 Basis and Process

For each League sport and each gender, division structure and placement decisions shall be made on an annual or bi-annual basis and shall be based primarily on the concept of competitive equity, the competitive strength of the schools competing that sport. The details of the process to be used for making these decisions, including the definition of what is meant by “competitive equity”, shall be set forth in a League “Division Structure and Placement Policy” as established by the Board of Managers and published on the League website.

19.1.2 Adding New or Revived Programs

Any school desiring to add a new sport or to revive an inactive sport shall announce this to the League Commissioner as early as possible, but in no event later than the final league votes setting division placement and schedules for the sport in question. Any such new or revived program shall generally be required to compete one season as an independent program and not as part of the league schedule in the sport. The division placement subcommittee for the sport in question may, based on all facts, recommend that a new or revived program be added to the league schedule without a one year independent status. Any school adding or reviving a program that believes it is improperly omitted from the proposed divisions may submit an appeal pursuant to the terms and conditions of the PCAL Division Structure and Placement Policy. *[Added May 2023]*

19.1.3 Names of Divisions

The divisions shall be designated by the following names, starting with the strongest division in terms of competitive strength, and continuing down the list to the least strong of the divisions:

- A. Gabilan
- B. Mission
- C. Cypress
- D. Santa Lucia
- E. Arroyo

All sports with divisions will use these names. If only one division, no division name will be used. If two divisions, the first two names will be used; if three divisions, the first three names will be used, and so forth. The fifth name will be used only if five divisions.

19.2 League Schedules

19.2.1 Divisional League Schedules

There shall be an official League schedule set for each division in each league sport. Unless otherwise scheduled separately, each schedule shall cover all levels of that sport.

19.2.1.1: Spring League Schedules.

For all PCAL Spring Sports, due to breaks and travel, there shall be a 5 window each year when no league contest is scheduled by the League.

The dates for that window in 2024 shall begin Friday March 29 and end Tuesday April 2. Each year thereafter, the dates for that window shall be reflected on the posted schedules. *[Added May 2023]*

19.2.2 Process of Preparation and Approval

As soon as possible after the final division placement decisions are made for a sport, the League Commissioner shall prepare a draft of the next year's League schedule for each Division and send that draft to the Athletic Directors Council for their review, suggested modifications, and final recommendation to the Board of Manager. After incorporating the recommendations of the Athletic Directors Council, the League Commissioner shall send the recommended draft to the Board of Managers for their final approval. Once the Board of Managers approves a schedule, it is final.

19.2.3 Required Adherence to Approved League Schedule

19.2.3.1 Obligation to Compete League Schedule

Unless otherwise determined in accordance with this Article 19.2.3, League schools are obligated to compete at the time, place, and on the date published in the final League schedule.

19.2.3.2 Rescheduling of League Scheduled Contests by Mutual Agreement

The time and/or date of an officially scheduled League contest may be changed by mutual agreement of the Administrations of the two League schools involved. Any such rescheduling will give priority to Varsity contests and shall not conflict with other officially scheduled League contests. The League Commissioner does not need to be notified of any such change, and it shall be the responsibility of the schools involved to notify the officials' association of the change. If no agreement is reached, either school may take the matter to the League Commissioner for a decision. Otherwise, the contest shall be played as set forth in the approved League schedule. Coaches cannot reschedule League contests.

19.2.3.3 Rescheduling of Contests Cancelled or Suspended due to Weather and other Unavoidable Circumstances

Dates for rescheduling of such postponed or suspended contests are to be mutually arranged by the schools involved, but shall not conflict with other officially scheduled League contests. If schools are unable to agree on a make-up date, the Commissioner is authorized to set the date for the contest.

19.2.3.4 Consequences of League School Scheduling Conflicting Non-League Contest

Any League school that schedules a contest that conflicts with a league contest on a league schedule approved as final by the Board of Managers shall be subject to forfeiture of the league contest if it chooses to play the non-league contest instead. The League Commissioner shall rule on any such forfeiture, and, if not appealed, that ruling shall be final. Within 72 hours of the decision of the League Commissioner, the affected school may appeal to the League Appeals Panel of the Board of Managers. In that case, the decision of said League Appeals Panel shall be final.

19.2.4 Procedure for League School joining League Schedule

Any League school wishing to add a sport and join the League schedule in that sport shall so advise the League at the earliest possible time by so announcing to the League Commissioner who shall then take the request to the Athletic Directors Council and then to the Board of Managers. If such request comes after the final approval of the League schedule in question, the request will be accommodated only if it does not disrupt non-league games already scheduled by the League schools participating in that division. If the request cannot be accommodated, the League shall authorize the school in question to compete a Varsity independent schedule in that sport for one year. Any school that does not agree with a denial by the ADC of that of the school's request to be added to the league schedule may appeal that recommendation to the League Board of Managers. Said appeal shall be in writing and shall contain all reasons that the school believes that it can and should be added to the league schedule.

19.2.5 Procedure for League School dropping from League Schedule

Any League school wishing to drop from the League schedule in a given sport shall give notice to the League through the League Commissioner at the earliest possible time. The League Commissioner shall immediately notify the Athletic Director Council and the Board of Managers.

19.2.6 No Competing Independent Varsity Schedule in League-Offered Sport

Unless specifically authorized in advance by the Board of Managers, no League school shall play an independent non-league schedule at the Varsity level in a sport offered by the League.

19.2.7 Sanctioning of Jamborees

The Central Coast Section requires that all Jamborees be sanctioned by the League. In PCAL, this happens when a Jamboree is included on the league schedule approved by the Board of Managers. In the event that league schools, through their Athletic Directors, propose a Jamboree not included on the approved schedule, the League Commissioner shall have the authority to sanction that Jamboree on behalf of the league.

Article 20. SPORTSMANSHIP (As amended December 2021)

20.1 Sportsmanship Policy

The League holds as one its highest priorities the teaching of the principles of good sportsmanship to the coaches, athletes and fans of the League schools. Each

member school in the league shall adhere to the principles of Pursuing Victory With Honor as adopted by the State CIF. The league shall adopt and publish to its member schools a policy concerning sportsmanship and behavior of fans, coaches and athletes at athletic contests. Said policy shall be called the Sportsmanship and Contest Management Policy. Each member school shall be responsible for implementing this policy at its contest sites.

20.2 Ejections of Players or Coaches or Spectators from Contests

The consequences from the ejection of a player, coach or spectator from a contest is now governed by the State CIF. Those rules are set forth in Article 503(M) of the State CIF By-Laws and are administered by the CCS office.

In addition to the consequences set forth in said Article 503(M), the League shall impose the following more restrictive consequences: any player or coach ejected from a contest shall be required to take the online NFHS Sportsmanship Class before returning to play.

20.3 Fan behavior

The League is committed to promoting wholesome and supportive positive behavior by fans of all sports and shall develop a Sportsmanship and Contest Management Policy that will include steps toward this goal. See said Article 503(M) for consequences for ejection of a spectator from a contest venue.

Article 21. CONTESTS HOSTED BY LEAGUE SCHOOLS

The provisions of this Article 21 apply to all athletic contests hosted by a League member school.

21.1 Governing Rules

Contests for all League sports (except Tennis, where USTA rules govern, and Golf, where USGA rules govern) shall be governed by the rules for that sport as promulgated by the National Federation of High Schools (NFHS). If a contest rule is set forth in the League Sports Rules for an individual sport, it shall not be in conflict with these NFHS, USTA or USGA rules.

21.2 Officials

21.2.1 PSI

For all team sports requiring trained officials, except in the sport of Boys Lacrosse, those officials shall be supplied by Peninsula Sports, Inc. (PSI). Except in the sport of Boys Lacrosse, the use of non-PSI officials for a Varsity contest shall be grounds for forfeiture of that contest by the host school.

21.3 Supervision and Contest management

21.3.1 Sportsmanship and Contest Management Policy

The Board of Managers shall promulgate a League Sportsmanship and Contest Management Policy. Said Policy shall be published on the League website, and League schools are expected to adhere to its provisions.

21.3.2 Administrative Supervision at Contests

The League Sportsmanship and Contest Management Policy that will include the obligation of schools to provide administrative supervision at League contests.

21.3.3 Admission rates, Parking and League Gate Receipts

21.3.3.1 Admission Rates.

If a League school chooses to charge admission to an athletic contest that it hosts, including any play-in contests, those charges shall be as follows: as set by the League from time to time in its PCAL Ticket Pricing Policy.

21.3.3.2 Parking Rates

If a League school chooses to request a donation for parking at an athletic contest that it hosts, the amount shall be as set by the League from time to time in its PCAL Ticket Pricing Policy.

21.3.3.3 Jamborees and Gate Receipts

For all league sanctioned Jamborees where tickets are sold, the Gate Receipts, after costs are deducted, are to be distributed as determined in advance by the participating schools.

21.3.3.4 Gate Receipts -- Season End League Tournaments, Finals or Play In Contests

- a. League Tournaments or Finals: For each league scheduled PCAL season end League Tournaments or Finals, the host or responsible school(s) shall charge and collect an entry fee for spectators in accordance with the ticket prices set forth in the then current PCAL Ticket Pricing Policy. Those receipts shall be sent to PCAL c/o the League Commissioner to help defray the costs of the officials for the event in question.
- b. Play In Contests: For all CCS Play In contests scheduled by the league, the host schools shall be responsible for payment of the officials, and each host school shall keep any gate receipts if the school decides to charge spectators.

21.3.3 League and Staff passes

21.3.3.1 Southern Conference Passes

At the beginning of each year, each League school shall be issued 35 Southern Conference league passes and 5 Drivers Passes, all for distribution and use as the school decides. Each such pass shall entitle the bearer and one guest to admission to any athletic contest hosted by a League school.

21.3.3.2 Staff ID as Passes

All host League schools shall honor staff ID cards of the visiting school or schools participating in the contest in question. The term "staff" is meant to include certificated and classified personnel working directly with that high school. The School staff ID card entitles the bearer and one guest to admission to an athletic contest in which that school is participating.

21.3.4 Music at Contests -- Bands and Lyrics and Mechanical Noise Makers

21.3.4.1 Music with Lyrics at Contests

With the exception of the National Anthem, official school songs, and music accompanying cheer routines, no Pacific Coast Athletic League school shall allow pre-recorded music

with lyrics to be played at any athletic contest hosted by that school, including both league and non-league contests, except league schools shall have the option to choose to have other music with lyrics, but that other music must be from a music playlist as may be approved from time to time by the Athletic Director of the host school.

21.3.4.2 No Music by Visiting Team or School

No visiting school or team shall bring portable music or music players to a contest, nor shall it cause to be played music, at another school's home contest.

21.3.4.3 Bands at Contests

Football: The length of half time activities by the band, student groups, etc. will be as per the NFHS Rules. If there is mutual agreement, the half time may be extended provided officials and coaches are notified prior to the start of the game. Schools violating its agreed-upon time period shall expect their team to be penalized 15 yards at start of the second half. By rule this is an unsportsmanlike foul which requires a 15 yard penalty.

Basketball and other Indoor Sports: Only one band (designated by the home team) shall be allowed. The band may play at the following times only:

- a. Prior to the first quarter.
- b. Between quarters.
- c. At half-time.
- d. Between games.
- e. During time outs

The band is to be located away from and not directly behind the players' bench and shall be limited to 20 players

21.3.5.4 No Mechanical Noise Makers

No mechanical noise makers shall be allowed at any athletic contest hosted by a League school.

21.3.5 Video and Scouting at Contests

21.3.5.1 Use During Contest

Video taping devices of any kind shall not be used for coaching or review during any contest, unless otherwise specifically authorized by the NFHS rules for that sport.

21.3.5.2 Exchange of Video

Schools and teams are expected to exchange game video reasonably in advance of the contest between them.

21.3.6.3 Film of Practice Sessions

Filming or use of film of an opponent's practice session is prohibited.

21.3.6 Rules for Postponed or Suspended Contests

21.3.7.1 Football and Baseball Suspended Contests

For the sports of Football and Baseball, the CCS Policy concerning suspended games shall be followed.

21.3.7.2 All other Suspended or Postponed Contests

The date and time for rescheduling of other postponed or suspended contests are to be mutually arranged by the schools involved. If the schools are unable to agree on a make-up date or time, the Commissioner is authorized to set the date for the contest.

Article 22. LEAGUE CHAMPIONSHIPS

22.1 Varsity Level Only

For each division of each League sport, at the Varsity level only, there shall be a team League Champion, so recognized by the League. There shall be no League Champion recognized by the League at the levels below Varsity.

22.2 Based on Final League Standings/Per By-laws for each sport

The determination of League Champions shall be based on the final league standings in the sport/divisions and on any additional determinations set forth in the League Sports Rules for the sport in question.

22.3 Shared League Championships

If two teams tie in the final league champion determination, they shall be co-champions of that division of the League. If three teams tie in the final league champion determination, they shall be tri-champions of that division of the league. If more than three teams tie in the final league champion determination, they shall share the league championship of that division accordingly.

Article 23. LEAGUE QUALIFIERS TO CCS PLAYOFFS

23.1 Number of Automatic Qualifiers to CCS

CCS establishes the number of team Automatic Qualifiers from the League to CCS playoffs on a sport by sport basis. The League Sports Rules in each sport shall set forth how those team Automatic Qualifiers are allocated by the League or by CCS among the divisions in that sport.

23.2 Determined by Final standings in League Play

Unless otherwise stated in League Sports Rule specific to the sport, all CCS team Automatic Qualifiers shall be determined by the final division standings of the teams in that sport.

23.3 Tie Breaker rules

Unless otherwise stated in applicable Sports Rules for a given sport, the following are the rules for breaking any tie between League teams in any sport for an Automatic Qualifier berth to CCS playoffs:

23.3.1 Co-Championship

When a Co-Championship is declared, both teams shall secure automatic playoff berths if two such spots are available. The determination of which of the co-champions is the first qualifier and which the second, or the determination of which is the sole qualifier if only one automatic qualifier spot is available, shall be determined by the following factors, applied in order until the tie is broken:

- a The winner of head-to-head competition during regular PCAL league contests.

- b Comparison of the head-to-head record with each league-mate finishing below co-champions in numerical order in final league standings (compare one team at a time). The team with the poorer record in head-to-head comparison shall be declared the number two team and the other team shall be declared the number one.
- c. For all sports using CCS points for seeding purposes, the team with the highest number of CCS points for seeding purposes shall be declared the Number One team, and the other team shall be declared the Number Two team.
- d. Coin Flip to be done by the League Commissioner.

23.3.2 Tri-Championship

When a Tri-Championship is declared, automatic playoff berths shall be determined by the following factors, applied in order until the tie is broken:

- a The winner of head-to-head competition during regular PCAL league contests. The team, if any, with the best record against the other two shall be declared the No. 1 Automatic Qualifier. The team, if any, with the worst record against the other two shall be declared No. 3. If still ties, then to subparagraph b. below.
- b If the three way head to head still leaves a tie between two of the three teams, then the comparison of their two way head to head shall be applied. If still a tie, then to c. below.
- c Comparison of the head-to-head record with each league-mate finishing below tri-champions in numerical order in final league standings (compare one team at a time). The team with the poorer record in head- to-head comparison shall be declared the number three team and the next team shall be declared the number two team, and the last team shall be declared the number one.
- d For all sports using CCS points for seeding purposes, the team with the highest number of CCS points for seeding purposes shall be declared the Number One team, and the team with the second highest number of CCS points shall be declared the Number Two team, and the other team will be the Number Three team.
- e Coin Flip (if still two teams) or Blind Draw (if more than two) done by the League Commissioner.

23.3.3 Ties in Standings below Championship

If a second or third automatic berth is available, and there is a tie for that spot between non-champions, it shall be determined by the following factors, applied in order until the tie is broken:

- a The winner of head-to-head competition (during PCAL contests). Note that the head to head tie between more than two teams shall be broken in accordance with subsections a. and b. of 23.3.2 above.
- b. Comparison of head-to-head record versus each team finishing above the tied teams in the final league standings, beginning with the PCAL champion and continuing down the standings with any other team(s) finishing above the tied teams until the tie is broken. The team with the poorer record in any such comparison shall lose the tie breaker to

the team with the better record. If still a tie, go to subsection c. immediately below to continue process.

- c. Comparison of the head-to-head record with each league-mate finishing below tied teams in numerical order in final league standings (compare one team at a time). The team with the poorer record in this head-to-head comparison shall be declared the number three team and the other team shall be declared the number two team and receive the automatic playoff berth.
- d. For all sports using CCS points for seeding purposes, the team with the highest number of CCS points for seeding purposes shall be declared the Number Two team, and the other team shall be declared the Number Three team.
- e. Coin Flip (if two teams) or Blind Draw (if more than two) done by the League Commissioner.

23.4 At-Large Teams to CCS

For sports where CCS playoff points are used for seeding, teams from the PCAL applying for the CCS Playoffs on an "At-Large" basis will be seeded into the tournament by the League based on the ranking of those league teams with respect to CCS points for playoff purposes, without regard to division placement or division standing. If there are teams tied in CCS playoff points the ties will be broken using the tiebreakers stated above beginning with head-to-head competition.

23.5 Automatic Qualifier Who Will Not Compete in CCS

When a team or individual athlete qualifying for CCS will not, for whatever reason, compete in the CCS playoffs, the Athletic Director for that team/individual shall immediately advise the League Commissioner of the inability or decision not to compete at the CCS level. In all instances, and in fairness to other League schools and athletes, schools are encouraged to find and announce this in sufficient time to allow the name of another League team/individual to be submitted to CCS or to play in any League CCS play-in contest.

Article 24. LEAGUE AWARDS AND ALL-LEAGUE TEAMS

24.1 Official League Awards

The only officially recognized League awards are those set forth in this Article 24. A suitable program and system for awards and honors for teams and individual athletes shall be developed and controlled by the Board of Managers.

24.2. Individual All-League Awards

24.2.1 Per Sport Per Division; Levels of Recognition

In each division of each Varsity sport for each gender there shall be recognized by an All-League Award those individual student-athletes who have excelled throughout the league season. These All-League awards are intended for the most outstanding student-athletes in each division in each sport.

24.2.1.1 Individual Sports

In individual Varsity sports, those student-athletes recognized shall be those who excelled in league play/finals.

24.2.1.2 Team Sports

In team Varsity sports, those student-athletes recognized shall be those chosen at season end by the coaches of the division for the following awards: First Team All-League; Second Team All-League; and the “Richard Chamberlin All-Sportsmanship Team”. There shall be no other recognized League awards for individuals, though coaches in each sport may recognize individuals, from the All-League teams, who outstanding for one reason or another, with any such individual specialty awards to be determined in accordance with the League’s All-League Selection Policy.

24.2.2 Nature and Numbers of Individual Awards

24.2.2.1 Patches in Individual Sports

All-League PATCHES shall be awarded individuals placing in the Varsity league/division finals in numbers as follows for each division and each gender in each such sport:

Golf (Boys and Girls):	Top 6
Swimming and Diving:	21 (winner each event)
Tennis (Boys and Girls):	6 (Singles and Doubles Finalists)
Track and Field:	22 (winner each event) Plus overall first place 4X800 relay team members (both genders) at the PCAL Masters Meet
Wrestling	14 (winner in each weight class)

24.2.2.2 Patches in Team Sports

All-League PATCHES for Varsity team sports are awarded to individuals chosen as first team All-League players in numbers as follows for each division and each gender in each such sport:

Baseball	13
Basketball (Boys and Girls)	6
Cross Country (Boys/Girls)	9
Field Hockey	14
Football	28
Girls Flag Football	18
Lacrosse (Boys)	13
Lacrosse (Girls)	15
Soccer (Boys and Girls)	14
Softball	13
Volleyball (Boys and Girls)	9
Water Polo (Boys and Girls)	9

24.2.3.3 Certificates

The following are the league certificates authorized and prepared by the league to be awarded to individual athletes: First Team All-League; Second Team All-League; and “Richard Chamberlin All-Sportsmanship Team”.

24.2.3.4 No Ribbons

There shall be no ribbons awarded by the league in any individual or team sport.

24.3 Team League Awards

24.3.1 League Championship and Elgie Bellizio Team Sportsmanship Award

The only league awards recognized by the league for teams are the Varsity league champions in each division in each sport; and the Elgie Bellizio Team Sportsmanship Award for the team chosen by coaches of each division for that year.

24.3.2 Nature of Team League Awards

24.3.2.1 League Championship Certificates

Each league School winning a League Championship is allowed to award a League Championship Certificate to each student-athlete and coach participating on said team.

24.3.2.2 No Banners or Trophies from League

The League shall not provide banners or trophies to League Champions.

24.3.2.3 Elgie Bellizio Team Sportsmanship Certificate

There shall be a certificate awarded to the School named to receive the Elgie Bellizio Team Sportsmanship Award in each division of each sport.

24.4 All-League Selection Policy and Criteria

In team Sports where coaches select the All-League teams, coaches shall make their all-league selections in accordance with the All-League Selection Policy promulgated by the League.

24.5 Release of All-League Selections to the Media

All-League selections for all sports shall be reported from the League coach representative or Athletic Director representative for that sport to the League Commissioner. The League Commissioner shall be the only person to release any and all such lists to the media, and that shall be done for each sport after the last remaining league participant in the CCS playoffs in that sport has completed CCS play. The League Commissioner shall also take steps necessary to have all such All-League lists posted on the PCAL league website.

Article 25. PROTESTS AND APPEALS

Any protest or complaint by a League school regarding any aspect of a league contest or the conduct of another League School shall be presented by the complainant first to the League Commissioner. If the League Commissioner is unable to resolve the matter within a reasonable time, the League Commissioner shall refer, and/or the complainant can take, the matter to the League Appeals Panel established pursuant to Article 7.6.1 of these By-Laws. That Appeals Panel shall determine what if any steps are necessary to resolve the matter, and shall issue their findings and decision accordingly. The decision by the Appeals Panel shall be the final decision of the League on the matter.

End Pacific Coast Athletic League By-laws
