



ADMINISTRATIVE PROCEDURE

CATEGORY: Instruction, Basic Programs

SUBJECT: Administration of Athletics

A. PURPOSE AND SCOPE

1. To outline administrative procedures governing the high school interscholastic athletics program.
2. **Related Procedures:**
 - Nondiscrimination on the Basis of Sex in District Programs and Activities 0112
 - Basic Regulations for Athletics 4171
 - Interscholastic Athletic Program Eligibility Requirements 4172
 - Sports Currently Approved 4176

B. LEGAL AND POLICY BASIS

1. **Reference:** Board policy F-2350; California Education Code §33352, 49020-49024; federal Fair Labor Standards Act; federal Civil Rights Act; Public Law 92-318, Title IX Educational Amendments
2. The Board of Education has general control of the district's athletic program and has established the following guidelines:
 - a. Boys and girls are to be offered generally equivalent district-approved and appropriate programs of athletics, including an equivalent opportunity for participation in such program and equal access to facilities and activities.
 - b. Coaching assignments in district-approved athletic programs shall be available to men and women without regard to gender.
 - c. Approved interscholastic athletics programs are to be available to boys and girls, both separately and in appropriately planned coeducational athletic activities.
 - d. In determining funding priorities regarding interscholastic athletics programs (sports), consideration should be given after a student survey is conducted to determine the general popularity of particular programs, as measured by actual or reasonably expected participation with consideration to gender equity.
 - e. Financial resources allocated to athletics should be evaluated each year to determine the appropriate level of support.

C. GENERAL

1. **Originating Office.** Suggestions or questions concerning this procedure should be directed to the Physical Education/Health/Athletics Department.
2. The Superintendent is directly responsible to the Board of Education for conduct of the district's athletics programs, with the help and advice of:
 - a. Physical Education, Health Education, and Interscholastic Athletics Director, who supervises the secondary school athletics program to ensure a proper relationship to

the instructional program and California Interscholastic Federation San Diego Section (CIF-SDS).

- b. Site principals, who are responsible for personnel and conduct of school athletic programs.
 - c. Athletic directors, who work with principals or vice principals in the administration of school athletic programs.
3. **Senior High Principals:**
- a. Shall exercise diligent scrutiny of all athletic programs and activities in their schools.
 - b. Shall organize school activities and policies within guidelines adopted by the Board of Education (B.2.a.) and, in so doing, eliminate possibilities of any violation of the following laws:
 - (1) "Suffering" an activity: A district may not "suffer" or permit an employee to do something without pay for which others are receiving pay, such as men vs. women coaches or locker attendants (Fair Labor Standards Act).
 - (2) Equal pay for equal work: Individuals performing equal work must be paid equally (Civil Rights Act, 1964).
 - (3) Correction cannot be achieved by reduction: Violations cannot be corrected by reducing the wage rate of any employee (Fair Labor Standards Act).
 - (4) Sex discrimination prohibited: Gender cannot be used as a basis for denying participation in any program receiving federal financial assistance (Public Law 92-318, Title IX).
4. **League Responsibilities:**
- a. Encourage high standards of athletic participation and sportsmanship, including honoring the Code of Ethical Conduct and California Interscholastic Federation's (CIF) Pursuing Victory with Honor principles.
 - b. Organize participating schools for efficient management and operation within rules and regulations prescribed by the CIF and CIF-San Diego Section (CIF-SDS).
 - c. Recommend to Athletic Council and CIF-SDS Coordinating Council any desired improvements in rules and regulations relative to health and welfare of students in the athletics program.
5. **California Interscholastic Federation (CIF) - San Diego Section:**
- a. **Organization.**
 - (1) **Composition:** All participating schools in the district and San Diego County.

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- (2) **Executive Committee:** Reviews Board of Managers agenda, makes recommendations and advises CIF Commissioner, San Diego Section. Elected by the Board of Managers.
- (3) **Board of Managers:** A policy-determining body consisting of superintendents of the districts involved or their representatives.
- (a) **Allocation of votes; determining majority.** It is the policy of the CIF-SDS that each member of the Board of Managers will have a number of votes equal to the number of schools represented for substantive voting purposes. (Note: consent items as determined by the CIF-SDS Executive Committee are exempt from substantive classification). In accordance with that policy, the allocation of the votes will be adjusted annually.
- i. **Annual Voting Adjustment:** Votes for substantive matters shall be adjusted annually based upon the enrollment and number of member schools from the previous school year.
- ii. **Determination:** The issue of procedural versus substantive may be determined by a two-thirds vote (one person/one vote) of the representatives present.
- (4) **Coordinating Council:** A body that recommends policy to the Board of Managers. Council consists of:
- (a) Two voting members from each of the following leagues: Avocado, Central, Citrus, Coastal, Eastern, Harbor, Desert, Palomar, Valley, Western, Grossmont North, Grossmont South, Metro Conference.
- (b) Two non-voting members representing boys' coaches and girls' coaches.
- b. **Responsibilities:**
- (1) Establish regulations and controls within the framework of CIF for efficient operation of the interscholastic athletics program.
- (2) Directly accountable to CIF.
6. **California Interscholastic Federation (CIF):**
- a. **Responsibility.** Legislation and enforcement of statewide policies and procedures related to interscholastic athletics within the state.
- b. **Governing Body.** Federated Council consists of representatives elected from each section, a representative from the State Department of Education, representative from allied organizations selected by these organizations, the president, president-elect, and immediate past president of the Federated Council.

D. IMPLEMENTATION (See Section C.)

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NO: **4170**

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EFFECTIVE: **1-29-62**

REVISED: **10-14-14**

E. FORMS AND AUXILIARY REFERENCES

1. CIF and CIF-SDS Constitutions and Bylaws
2. Handbook for Senior High School Interscholastic Athletics Programs

F. REPORTS AND RECORDS

G. APPROVED BY



General Counsel, Legal Services
As to form and legality

H. ISSUED BY



Chief of Staff