



San Francisco Unified School District
CIF San Francisco Section
Athletic Office
555 Portola Dr., Bungalow 2
San Francisco, CA 94131

**Minutes of the
BOARD OF MANAGERS' MEETING
Thursday, September 1, 2022**

**John O'Connell Technical High School
2355 Folsom Street, San Francisco, CA 94110**

I. Call to order – President Arenson

A. [Roll Call](#)

Present:

- Catherine Arenson, Balboa
- Holly Mack, Academy
- Sunique Thomas, Burton
- Peter Avila, Galileo
- Amanda Chui, Jordan
- Shari Balisi-Manalang, Lincoln
- Sarah Ballard-Hanson, Marshall
- Darrell Daniels, Mission
- Susan Ryan, O'Connell
- Nicholas Chan, SFI
- Tanya Harris, Wallenberg
- John Schlauraff, Washington
- William Schneider, Lycee Francais
- Gail Barksdale, SFUSD/CIF
- Edwin Weathersby, SFUSD/CIF
- Ron Nocetti, CIF State Office
- Eric Guthertz, SFUSD
- Jessica Huang, SFUSD

Absent

- Michael Jones, Lowell

B. Welcome and Introductions

The meeting was called to order at 8:01am, by SFUSD Athletics Director & CIF SF Section Commissioner Gail D. Barksdale, who introduced herself to the group, as well as Assistant Commissioner Edwin Weathersby II. Weathersby shared how excited he was to work with the board moving forward.

II. Adopt the Agenda – President Arenson

A. Approval of September 1, 2022 CIF - SF Board of Managers Agenda

A motion was made by Ryan and second by Arenson to approve and add facility reservation permits and competition on Veterans Day to the September 1, 2022 CIF - SF Board of Managers Meeting Agenda.

- **Passed: 12-0-0**

III. Public Comment – President Arenson

Pursuant to Education Code section 33353, any person wishing to speak on any item on the agenda or subject matters within the jurisdiction of the CIF-SF, will be heard at this time. Individual speakers shall be allowed three (3) minutes to address the Board on each agenda or non-agenda item. The Board shall limit the total time for public input on each topic to twenty (20) minutes.

IV. Consent Items – President Arenson

A. Approval of [March 3, 2022 CIF - SF Board of Managers Minutes](#)

A motion was made by Ballard-Hanson and second by Avila to approve the March 3, 2022 CIF - SF Board of Managers minutes.

- **Passed 12-0-0**

V. Communications – President Arenson

A. President

- i. None

B. Commissioner

- i. SFUSD Email Address

Commissioner Barksdale shared with the Board of Managers that communication via email with the athletics office, specifically from school Athletics Directors, must be done using a SFUSD email address. Non-SFUSD may no longer be used for security and privacy reasons.

- ii. CIF State [Girls Sport Participation](#) & [Activities Directors](#) committees
- iii. CIF [Bylaw 212 Amateur Standing](#) Q & A's

Barksdale alerted the Board of Managers about opportunities to participate on State CIF girls participation and activities directors committees. She also spoke on State CIF Bylaw 212 regarding NIL at the high school level.

VI. Reports – Commissioner Barksdale

A. President

- i. None

B. Commissioner

- i. FPM: Athletics Education Equity Audit
 1. HS Audited
 - a. Marshall
 - b. O'Connell
 2. Areas Audited
 - a. Competition Schedules
 - b. Facility Maps
 - c. Athletic Recruitment
 - d. Athletic Eligibility
 - e. Rosters
 - f. Uniforms
 - g. [Fiscal Records \(Budget\) & Purchasing Records \(Invoices\)](#)

i. Tracked by Gender & Sport

Barksdale provided the Board of Managers with an update on the finding from the FPM: Athletics Education Equity Audit. She reiterated, from previous communications, the requirement of school sites to track expenditures by gender and sport. She also reminded the group that electronic copies of all fiscal records (budgets), purchasing records (invoices), uniform pictures, and recruitment documents must be maintained for auditing purposes.

ii. Home Campus

1. Eligibility & Transfers - Carolyn Sideco
2. Medical Clearances - Gina Biviano

iii. Participation Data

1. Google Survey & Home Campus
2. Principal Approval

Barksdale spoke to the group about Home Campus and explained what its purpose and capabilities are. She informed the Board that their athletic directors and coaches have been made aware of Home Campus, and 21 of 38 schools are currently utilizing Home Campus for their medical, eligibility, and transfer clearances. Barksdale stated Carolyn Sideco is lead support for eligibility and transfers, while Gina Biviano of UCSF is the medical liaison.

iv. Sportsmanship

1. [CIF State Website Bylaw 503 M](#)
2. [Incident Reports](#)

Barksdale reviewed the State CIF sportsmanship bylaw and emphasized the importance for school sites to submit incident reports to the athletics office and assigning associations within 24 hours of the conclusion of the competition.

v. Team Chaperones/Game Managers

1. [AAA Part 1, Section 2\(b\) Bylaw](#) states
“Member school is responsible for supervising its team members, athletic director, athletics staff, school staff, coaches, administrators, teachers, spirit squad, and team supporters at all games the school plays **regardless** of where those games are played.”

Barksdale reminded the Board of the AAA league bylaw regarding team chaperones and shared the necessity for them at away competitions. She noted that coaches participating in the game nor parents can serve as the school site's chaperone, but security personnel (i.e., T-10s and Black Bear) and a non-participating coach may serve in this role.

vi. Site Managers

1. [Supervision of Athletic Events](#)
2. [Pre-event Planning Guide](#)
3. [Site Security and Officials Hosting Protocol](#)

Barksdale shared the roles and responsibilities of site manager and security personnel. She referred the Board to the CIF.org website for more detailed information (i.e., [Supervision of Events](#), [event planning](#) and [security](#).)

- vii. Athletic Directors Meetings
 - 1. Alternating each month between in-person & virtual
 - a. September 13 (Virtual)
 - b. October 18 (Athletic Office)
 - c. November 15 (Virtual)
 - d. December 12 (Athletic Office)
- i. Sport Liaisons & Championships
 - 1. Locations
 - a. Wrestling Feb. 11 - Washington HS
 - b. Soccer Boys and Girls Feb. 25 - Burton HS
 - c. Badminton (Team) May 17 - Lincoln HS
 - d. Fencing April 29 - Academy HS
 - e. Flag Football April 15 - Galileo HS

Barksdale shared with the Board that athletic directors and coaches have been asked to serve as sport liaisons to support the athletics office with coaches meetings and championship operations.

- ii. Officials & Field Liners
 - 1. Shortages: Impact on Us and What We Can Do

Barksdale informed the Board of the shortage of personnel for both field liners and officials and shared that the cost for both has increased dramatically since last year.

- iii. Parks & Recreation Reservations
 - 1. Later Dismissals: 3:00 - 5:30
 - 2. Missed class time & Class Coverage for coaches and ADs

Barksdale reminded the group that events at Parks and Recreation facilities have a mandatory completion time of 5:30pm.

VII. Non-Action Items – Commissioner Barksdale
 A. [COVID 19 Health & Safety practices for SY 22-23](#)

Barksdale noted that Covid protocols for athletics have not changed since the spring and referred the Board to the SFUSD website regarding COVID protocols.

VIII. Action Items – Commissioner Barksdale
 A. State CIF California Department of Education (CDE) Grant

- i. \$63,315
- ii. Bank of America Checking Account
- iii. Spending Areas
 - 1. Championships
 - 2. Legal & Insurance
 - 3. Marketing
 - 4. Operating Costs
 - 5. Scholarships
- iv. Spending Deadline June 2024

A motion was made by Ballard-Hanson and second by Ryan to utilize State CIF California Department of Education (CDE) Grant Funds to pay State CIF and AAA-league membership dues for all CIF SF Section schools.

- **Passed 12-0-0**

- B. City Arts and Leadership Academy (CAL)
 - i. Charter will be under CAT, part of Envision Schools
 - ii. [AAA League/CIF SF Membership Application](#)

Barksdale informed the Board City Arts and Tech (CAT) and Leadership high schools have merged and formed City Arts and Leadership Academy (CAL).

A motion was made by Thomas and second by Arenson to accept City Arts and Leadership Academy (CAL) as a full member of the Academic Athletic Association (AAA) and CIF San Francisco Section.

- **Passed 12-0-0**

- C. AAA League Middle School Bylaw Change
 - i. SECTION 2 TEAM GENDER DESIGNATIONS

C. "Girls Team Whenever the school provides only a team or teams for girls in a particular sport, boys shall not be permitted to qualify for the girls team in that sport unless opportunities in the total sports program for boys in the school have been limited in comparison to the total sports program for the girls in that school.

A motion was made by Mack and seconded by Schlauraff to amend the AAA League Middle School Bylaw Section 2(c).

- **Passed 12-0-0**

IX. Information Items – Commissioner Barksdale

- A. Athletics Office Staff Update
 - i. Manager I Posting
 1. Internal (active SFUSD) candidates should apply [here](#).
 2. External candidates should apply [here](#).

Barksdale updated the Board on the Manager I position, current team members, and their roles/responsibilities within the athletics office. She noted Carolyn Sideco has been hired to serve as a part-time consultant to support eligibility, transfers, and transportation on behalf of the CIF SF section office.

- B. Game Permits
- C. Competitions on Holidays

The meeting did not permit time to discuss items B and C.

X. Adjournment – President Arenson

A motion by Arenson was made and second by Ryan was made to adjourn the meeting at 8:57am.

- **Passed 12-0-0**