



# NORTH COAST SECTION, CIF

*Pat Cruickshank, Commissioner of Athletics*

---

5 Crow Canyon Ct., Suite 209, San Ramon, CA 94583 Tel.: (925) 263-2110, Fax: (925) 263-2120, Web: [www.cifncs.org](http://www.cifncs.org)

TO: PRINCIPALS/HEADMASTERS OF NCS MEMBER SCHOOLS  
FROM: Pat Cruickshank, Commissioner of Athletics  
DATE: April 20, 2020  
SUBJECT: SCHOOL DISTRICT BOARD OF EDUCATION/PRIVATE SCHOOL GOVERNING BOARD  
RATIFICATION OF VOTING REPRESENTATIVES TO ATHLETIC LEAGUES FOR THE  
2020-2021 SCHOOL YEAR.

The State CIF recently sent the 2020-2021 Ratification of Voting Representatives to each school district/private school governing board. Here is our follow up to that. Every year NCS staff receives questions concerning this form. It is very important that this process is completed and having a complete form will provide voting compliance at league and section meetings. Any individual who may ultimately be a voting member at a league governing board meeting, or as a representative to any of the standing North Coast Section, CIF committees (Sports Advisory Committee, Sportsmanship Committee, Alignment Committee, Finance Committee, Eligibility Committee, Executive Committee or Board of Managers) must be ratified by the school district board of education or private school governing board. Enclosed is a blank form as well as a form that suggests how the form should be completed. You may also secure a fillable PDF form at the following link: [http://www.cifncs.org/coaches-admin/ratification/Blank\\_form.pdf](http://www.cifncs.org/coaches-admin/ratification/Blank_form.pdf). Governing boards can have one form per school or use one form to list representatives for multiple schools within the jurisdiction of the board. Your help in completion of the form, approval by the governing board, and return of the completed form **to the NCS Office** no later than August 1, 2020 is greatly appreciated.

PAGE 2 – Letter from CIF to Superintendents and Presidents. Although the CIF has stated a desired deadline date of June 28<sup>th</sup>, NCS is listing August 1<sup>st</sup> to give schools more time to reflect potential changes in administration prior to the start of the 2020-2021 school year.

#### ON THE ATTACHED FORM (PAGE 3)

Each local school district Board of Education or private school governing board will ratify to the appropriate CIF section office (North Coast Section, CIF) by August 1<sup>st</sup> of each year the appointment of individuals and alternates by name or by title who will be school representatives to the athletic leagues for the upcoming year. In the absence of the appropriate filing, all voting privileges for the affected school(s) shall be suspended.

#### SAMPLE FORM (PAGE 5)

This form is a sample of how the form can be completed by name and by position, avoiding issues when personnel change after the form has been submitted for the 2020-2021 school year.

If your school or district have any questions, please do not hesitate to contact the NCS Office and speak to me directly. Your timely cooperation with this required process is greatly appreciated.

Email: [pcruickshank@cifncs.org](mailto:pcruickshank@cifncs.org)  
Phone: 925-263-2110 x221



TO: SUPERINTENDENT OF PUBLIC SCHOOLS  
PRINCIPAL OF PRIVATE SCHOOLS

FROM: RON NOCETTI, EXECUTIVE DIRECTOR

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

DATE: APRIL 15, 2020

Enclosed is a form upon which to record your district and/or school representatives to leagues for **next year, 2020-2021**. It is a form sent every year to you in order to obtain the names of league representatives to every league in the state and to make sure that the league representatives are designated by school district or school governing boards. **It is a legal requirement that league representatives be so designated.**

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

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

If a governing board does not take appropriate action to designate representatives or this information is not given to Section offices within the required time frame, CIF is required to suspend voting privileges (CIF Constitution, Article 2, Section 25, p. 18) for the affected schools.

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

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

**Please return the enclosed form no later than June 28, 2020 directly to your CIF Section Office. Addresses of each section are listed on the back of the form.** Please contact us if we can give you further information.

**2020-2021 Designation of CIF Representatives to League**

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 28, 2020.**

\_\_\_\_\_ School District/Governing Board at its \_\_\_\_\_ meeting,  
(Name of school district/governing board) (Date)  
appointed the following individual(s) to serve for the 2020-2021 school year as the school's league representative:

**PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES**

NAME OF SCHOOL \_\_\_\_\_  
NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_  
\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_  
NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_  
\*\*\*\*\*

NAME OF SCHOOL \_\_\_\_\_  
NAME OF REPRESENTATIVE \_\_\_\_\_ POSITION \_\_\_\_\_  
ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ ZIP \_\_\_\_\_  
PHONE \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_  
\*\*\*\*\*

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

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

Superintendent's or Principal's Name \_\_\_\_\_ Signature \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_

**PLEASE RETURN THIS FORM DIRECTLY TO THE CIF SECTION OFFICE.  
SEE FOLLOWING PAGE FOR CIF SECTION OFFICE CONTACT INFORMATION.**

## CIF SECTION OFFICES

### **CIF CENTRAL SECTION**

Jim Crichlow, Commissioner  
P.O. Box 1567  
Porterville, CA 93258  
Phone: (559) 781-7586  
Fax: (559) 781-7033  
Email: jcrich@cifcs.org

### **CIF CENTRAL COAST SECTION**

Duane Morgan, Commissioner  
333 Piercy Road  
San Jose, CA 95138  
Phone: (408) 224-2994  
Email: dmorgan@cifccs.org

### **CIF LOS ANGELES SECTION**

Vicky Lagos, Commissioner  
10660 White Oak Avenue, Suite 216  
Granada Hills, CA 91344  
Phone: (818) 767-0800  
Email: vlagos@cif-la.org

### **CIF NORTH COAST SECTION**

Pat Cruickshank, Commissioner  
5 Crow Canyon Court, Suite 209  
San Ramon, CA 94583  
Phone: (925) 263-2110  
Email: slivingston@cifncs.org

### **CIF NORTHERN SECTION**

Elizabeth Kyle, Commissioner  
2241 St. George Lane, Suite 2  
Chico, CA 95926  
Phone: (530) 343-7285  
Email: lkyle@cifns.org

### **CIF OAKLAND SECTION**

Franky Navarro, Commissioner  
1000 Broadway, Ste. 150  
Oakland, CA 94607  
Phone: (510) 879-2846  
No fax number

### **CIF SAC-JOQUIN SECTION**

Michael Garrison, Commissioner  
P.O. Box 289  
Lodi, CA 95241  
Phone: (209) 334-5900  
Email: kjohnson@cifsjs.org

### **CIF SAN DIEGO SECTION**

Joe Heinz, Commissioner  
3636 Camino Del Rio North #200  
San Diego, CA 92108  
Phone: (858) 292-8165  
Email: stacycifsds@gmail.com

### **CIF SAN FRANCISCO SECTION**

Don Collins, Commissioner  
555 Portola Drive, Bungalow 2  
San Francisco, CA 94131  
Phone: (415) 920-5185  
Fax: (415) 920-5189

### **CIF SOUTHERN SECTION**

Rob Wigod, Commissioner  
10932 Pine Street  
Los Alamitos, CA 90720  
Phone: (562) 493-9500  
Email: sharonh@cifss.org

**2014-2015 Designation of CIF Representatives to League**

Please complete the form below for each school under your jurisdiction and **RETURN TO THE CIF SECTION OFFICE (ADDRESSES ON REVERSE SIDE) no later than June 25, 2014.**

Good and Best \_\_\_\_\_ School District/Governing Board at its \_\_\_\_\_ Date \_\_\_\_\_ meeting,  
(Name of school district/governing board) (Date)

appointed the following individual(s) to serve for the 2014-2015 school year as the school's league representative:

**PHOTOCOPY THIS FORM TO LIST ADDITIONAL SCHOOL REPRESENTATIVES**

NAME OF SCHOOL Good High School  
NAME OF REPRESENTATIVE Alex Good or acting Principal POSITION Principal  
ADDRESS 112 Main Street CITY Good ZIP 11111  
PHONE 123-123-1234 FAX 123-123-1235 E-MAIL goodemail@good.com

\*\*\*\*\*

NAME OF SCHOOL Good High School  
NAME OF REPRESENTATIVE Megan Terrific or acting AD POSITION Athletic Director  
ADDRESS 112 Main Street CITY Good ZIP 11111  
PHONE 123-123-1234 FAX 123-123-1235 E-MAIL mterific@good.com

\*\*\*\*\*

NAME OF SCHOOL Best High School  
NAME OF REPRESENTATIVE Betty Best or acting Principal POSITION Principal  
ADDRESS 1290 18th Street CITY Good ZIP 11111  
PHONE 123-234-2345 FAX 123-234-2346 E-MAIL bbest@best.com

\*\*\*\*\*

NAME OF SCHOOL Best High School  
NAME OF REPRESENTATIVE Mark Fantastic or acting AD POSITION Athletic Director  
ADDRESS 1290 18th Street CITY Good ZIP 11111  
PHONE 123-234-2345 FAX 123-234-2346 E-MAIL mfantastic@best.com

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

Superintendent's or Principal's Name Peter Excellent Signature \_\_\_\_\_  
Address 5 Outstanding Ave. City Good Zip 11111  
Phone 123-456-4567 Fax 123-456-4568

**PLEASE MAIL OR FAX THIS FORM DIRECTLY TO THE CIF SECTION OFFICE.**  
SEE REVERSE SIDE FOR CIF SECTION OFFICE ADDRESSES.