

**Bay Area Charter Schools
Athletic Conference
(BACSAC)**



**League Handbook
2022-23**

Last updated August 2022

www.bacsac.org

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League Mission Statement

The Bay Area Charter Schools Athletic Conference (BACSAC) is a non-profit organization dedicated to serving student-athletes in reaching their academic and athletic potential. BACSAC conducts interscholastic athletic competition in accord with the California Interscholastic Federation. In an effort to promote fair and equal opportunities for all students, BACSAC works to support and develop athletic programs while also providing resources to its athletic directors, coaches, and school leaders.

Core Values

Community

Cultivate an inclusive and collaborative environment amongst athletes, coaches, and school leaders.

Education

Recognize that the “student” comes before the “athlete,” and to aid the professional development of coaches and athletic directors.

Integrity

Apply the highest standard of honor, respect, and accountability in a professional manner at all times.

Equity

Provide fair and equal access to competition to all.

Competition

To put forth one’s best effort without ever compromising one’s character, physical, or mental well-being.

Administration

Melvin Landry, Commissioner

(510) 773-8083

bacsacommissioner@gmail.com

Daniery Rosario, League Director

(407) 924-5638

daniery.rosario@gmail.com

Jesus Moran, Administrative Assistant

(323) 898-5212

bacsac510@gmail.com

Peter Hanley, Financial Manager

(650) 533-9256

hanleyph@gmail.com

School Members

SCHOOL	ADDRESS	CITY
AIMS High School	746 Grand Avenue	Oakland
Arise High School	3301 E 12th St UNIT 205	Oakland
Bay Area Technology High School	8251 Fontaine Street	Oakland
Envision Academy	1515 Webster Street	Oakland
Aspire - Golden State Prep	1009 66th Avenue	Oakland
Invictus Academy of Richmond	7150 Portola Dr	El Cerrito
Impact Academy of Arts & Tech	2560 Darwin Street	Hayward
John Henry High School	1402 Marina Way South	Richmond
KIPP King Collegiate - San Lorenzo	2005b Via Barrett	San Lorenzo
Latitude High School	1112 29th Ave	Oakland
Leadership Public Schools - Hayward	28000 Calaroga Avenue	Hayward
Leadership Public Schools - Richmond	880 Bissell Avenue	Richmond
Lighthouse Community	444 Hegenberger Drive	Oakland
Lionel Wilson Prep	400 105th Avenue	Oakland
Lodestar High School	701 105th Avenue	Oakland
Oakland Charter High School	2433 Coolidge Ave	Oakland
Oakland Unity High School	6038 Brann Street	Oakland
Aspire - Richmond College Prep	3040 Hilltop Mall Road	Richmond
Twin Oaks High School	22100 Princeton St	Hayward

Board of Governors

The Board of Governors (BOG) is composed of the school leader, principal, or executive director from each member school.

PRINCIPAL/LEADER	SCHOOL	EMAIL
Maurice Williams	AIMS High School	maurice.williams@aimsk12.org
Karla Gandiaga	Arise High School	karla@arisehighschool.org
Ryan Hughes	Bay Area Technology	rhughes@baytechschool.org
Erica Ramirez	Aspire - Richmond College Prep	erica.ramirez@aspirepublicschools.org
Steven Mathis	Envision Academy	smathis@envisionacademy.org
Deloris Brown	Aspire - Golden State Prep	deloris.brown@aspirepublicschools.org
Lauren Rahlson	Invictus Academy of Richmond	lrahlson@invictusofrichmond.org
Pooja Maharaj	Impact Academy	pooja@es-impact.org
Nicole LeBlanc	KIPP King Collegiate - San Lorenzo	Nicole.LeBlanc@kippling.org
Dawn Roberson	John Henry HS	droberson@amethodschools.org
Lillian Hsu	Latitude HS	lillian.hsu@latitudehigh.org
Sabrina Silverman	Leadership Public School - Hayward	ssilverman@leadps.org
Todd Irving	Leadership Public School - Richmond	tirving@leadps.org
Jeanine Evains-Robinson	Lighthouse Community	jeanine.evains-robinson@lighthousecharter.org
Tommy Gonzalez	Lionel Wilson College Prep	tommy.gonzalez@aspirepublicschools.org
Latora Baldrige	Lodestar	latora.baldrige@lighthousecharter.org
Malcolm McArthur	Oakland Charter High School	mmcarthur@amethodschools.org
William Nee	Oakland Unity High School	wnee@unityhigh.org
Yanira Ledezma	Twin Oaks HS	yanira@haywardtwin Oaks.org

Athletic Directors

FIRST	SCHOOL	EMAIL
Margarita Esqueda	AIMS High School	margarita.esqueda@aimsk12.org
Jamen Suter-Donaldson	Arise High School	jamen@arisehighschool.org
Ebere Chukwuemeka	Bay Area Technology HS	vebere@baytechschool.org
Steven Mathis	Envision Academy	smathis@envisionacademy.org
James Lazaga	Golden State Prep	sonnyjames.lazaga@aspirepublicshools.org
Bailey Musselman	Invictus Academy of Richmond	bmusselman@invictusofrichmond.org
Troy McCulloch	Impact Academy of Arts & Tech	ttmm032@gmail.com
Richard Mariscal	John Henry HS	rmariscal@amethodschools.org
Alana Chung	Kipp King Collegiate - San Lorenzo	alana.chung@kippsfcp.org
Daniel Zarazua	Latitude High School	daniel.zarazua@latitudehigh.org
Gordon Johnson	Leadership Public School - Hayward	gjohnson@leadps.org
John Bibb	Leadership Public School - Richmond	jbibb@leadps.org
Christine Handte	Lighthouse Community Lodestar	christine.handte@lighthousecharter.org
Santiago Franco	Lionel Wilson Prep	santiago.franco@aspirepublicschools.org
Malcolm McArthur	Oakland Charter High School	mmcarthur@amethodschools.org
Abraham Salazar	Oakland Unity HS	absalazar@unityhigh.org
Ramon Zavala	Richmond College Prep	ramon.zavala@aspirepublicschools.org
Alex Muerle Kayla Weller	Twin Oaks HS	alex@haywardtwinoaks.org kayla@haywardtwinoaks.org

Code of Ethics

The CIF and BACSAC Codes of Ethics shall govern conduct, ethics, and sportsmanship for all participants, spectators, and others involved in the athletics of all member schools. It is particularly noted that the Codes of Ethics will apply before, during, and after the contests to coaches as well as players; to administrators as well as staff/faculty members; and to spectators, particularly those who have some connection with a member school and for whom the school has responsibility. It is the obligation of all participants of the Bay Area Charter School Athletic Conference to:

1. Emphasize at all times ethical conduct, fair play, and the ideals of good sportsmanship.
2. Eliminate all elements that may destroy the traditional values of athletic competition.
3. Stress the values of playing the game fairly.
4. Be courteous and cordial to visiting teams and officials.
5. Establish a wholesome relationship between visitors and hosts.
6. Respect the integrity and judgments of sports officials and to follow only formal procedures of protest.
7. Encourage positive leadership, use of initiative and good judgment by all players on teams.
8. Achieve a thorough understanding and acceptance of the rules of the game and the standards of eligibility.
9. Recognize that the purpose of athletics is to promote the physical, mental, social and emotional well being of the individual players.
10. Remember that an athletic contest is a game and not a matter of life or death, for a player, coach, school, official, fans or community.

Membership

Schools may apply for membership to the Bay Area Charter Schools Athletic Conference prior to June 1st of the preceding school year by completing, signing and returning the Membership Application (See Appendix A).

After reviewing the Membership Application, BACSAC Administration will evaluate and make any recommendations to the Athletic Director/Head of School.

Applicants must meet the following minimum requirements in order to qualify for league status:

- Must be a member of the California Charter School Association.
- Must be able to field at least, but not limited to, two (2) varsity teams in one (1) academic school year.
- Must have an Athletic Director in place.
- The Athletic Director must attend all league meetings.

Schools approved for full league status will be scheduled into the next year's competitive varsity schedule. Schools who are rejected may re-apply prior to the following school year.

Financial Policy

Conference dues, as well as any fees associated with participation in CIF sports conducted through BACSAC, will be determined annually by the conference and announced by June 31st for the following school year. Conference dues are due 45 days after the invoiced date. The Board of Governors are responsible for league finances as managed by the BACSAC Financial Manager, who is responsible for budgetary reporting, receivables, payables, disbursements, registers, etc. Failure to meet the invoice deadline may result in removal of conference scheduling.

CIF and Oakland Section Dues

In addition to BACSAC membership dues, schools will be invoiced separately & directly by the CIF in August for Annual CIF Dues. You will also be invoiced separately by the

Oakland Section of the CIF. Annual CIF and Oakland Section dues will be based on student enrollment. The dues assessment for the individual schools will be determined in August in conjunction with preparation of the Section budget. The enrollment figure used will be that of the official CBEDS count of the preceding calendar year. The dues for a member school shall be a minimum of \$200.00 and a maximum of \$1,200.

Sport Cancellations

In the event a school needs to withdraw from a sport, the school will need to notify BACSAC Admin of any cancellations at least six weeks out of the first allowable practice. Partial credit (Sport Fee minus the Admin Fee) will be credited if notice is provided prior to that period. If the withdrawal occurs within the 6-week period or during the season the sport participation and admin fees will not be credited.

Annual Financial Review

All financial practices and information shall be open to review by conference schools. BACSAC will host a financial review meeting to review finances from the past year while also discussing projected costs for the upcoming year. The BOG will have the opportunity to review and approve a fiscal year budget at the meeting.

Meetings

Annual AD Kickoff Meeting (in-person)

In August, BACSAC will host an annual meeting to commence the new school year. At the meeting, the league administration will disseminate vital information as it pertains to the conference. This may include BACSAC and CIF amendments for the upcoming school year, sports scheduling, and compliance. The meeting will also serve as an opportunity for athletic directors to connect with conference members. All ADs are expected to attend. If there is an extenuating circumstance that prevents the AD from attending, a school administrator is expected to attend in their place.

Preseason Meetings (via Zoom)

The league will host meetings for each sport prior to the season commencing. The meeting will cover season scheduling and playoff format. The head official for the

respective sport will also be in attendance to discuss and provide clarification to any existing and/or potential rule changes for the sport. All coaches are expected to attend. In the event that the coach cannot attend, ADs are expected to attend in their place.

Postseason Meetings (via Zoom)

At the end of each season, the league will host a meeting for each sport to debrief the season, discuss all-league nominations, and announce coach of the year. All coaches are expected to attend. In the event that the coach cannot attend, ADs are expected to attend in their place.

Compliance

Eligibility

The BACSAC eligibility rules shall be consistent with those of the CIF as outlined in Article 20 of the CIF Constitution & Bylaws. <http://www.cifstate.org>

Per CIF Bylaw 201, students are only allowed to participate in sports at the school they are currently enrolled in (see attachment). The exception is if the school has a "Multi-School/Campus Agreement" with another school. In order for a school to be eligible for the agreement, the school that the student is currently enrolled in cannot have an existing athletic program.

From the CIF website:

Q: What if sports are not offered by my school can I play at another school?

A: A primary function of education-based interscholastic athletics is to offer students an opportunity to participate. CIF Bylaw 303 provides a method where a high school that does NOT have an athletic program can join with a CIF member high school for athletic opportunities for students. However, there are several requirements, agreements between the schools and paperwork that must be completed each year and there are timelines that must be met. Have your school administrators contact your local CIF Section about the process for a Multi-School Agreement.

School Regulations & Rules

The BACSAC Conference school regulations & rules shall be consistent with those of the CIF as outlined in Article 30 of the CIF Constitution & Bylaws.

<http://www.cifstate.org>

Outside Competition, Sanctioned Events, Awards, All-Star Competition, Appeals/Delegated Powers, & Approved Sports

All rules regarding outside competition, sanctioned event, awards for competition, all star competition, appeals/delegated powers, and all approved sports shall be consistent with those of the CIF as outlined in Series 600 through 3100 of the CIF Constitution & Bylaws. <http://www.cifstate.org>

Athlete Registration

The conference currently uses Sports Engine (SE) to register athletes and teams. ADs are responsible for ensuring student athletes are registered and that all information entered is accurate. Coaches and ADs are required to create an SE account to verify and manage their teams. There will be separate registration links for each sport throughout the year. This information will be sent to ADs prior to the season commencing. The registration link will also be posted on the homepage of the BACSAC league website.

Maximum # of Players Per Sport

There is no maximum player limit. However, programs should consider adding JV teams to their respective programs if participation numbers are high. BACSAC does not organize “JV” divisions. This will be done independently at the school’s discretion.

Late Roster Additions

The deadline for student-athletes to be registered and eligible for competition is 2 weeks before the last scheduled league game. For schools that have JV programs, JV athletes are allowed to be moved up to varsity at any point in the season but will still need to submit the appropriate compliance materials prior to the deadline. Any team that has an ineligible athlete participate in a contest will result in a forfeit and may be possibly disqualified from playoffs.

Medical Physicals

ADs are responsible for collecting and submitting medical physicals for registered athletes to League Director, Daniery Rosario at daniery.rosario@gmail.com or fax to 888-418-1702. No student-athlete should be permitted to practice and/or play until the student's medical form has been completed with a physician's signature and a copy sent to the League's Office before the season commences

- a. Physicals dated from June 1st, 2022 to present will only be accepted for the 2022-23 school year.
- b. BACSAC Physical Form can be found under the documents tab on the league website. Any physical form or letter from the physician's office will be accepted.
- c. If your student-athlete needs a medical physical, you may contact Dr. Konstantin at (510) 530-5400 or at jkkonstantin@gmail.com. His office is located at 2584 MacArthur Blvd, Oakland, 94602.

Transfer-Students

It is imperative to identify students who transferred from the previous or current school year. Athletic Directors will need to electronically complete an electronic transfer form via CIF Home. The student and parent/guardians will also need to sign and submit a pre-enrollment contact affidavit, CIF Form 510 (See Appendix B).

Please contact CIF Oakland Section Commissioner, Franky Navarro, at francisco.navarro@ousd.org to create your log-in credential, reset your password, or ask any questions pertinent to the transfer process. It is the discretion of the Oakland Section Commissioner to rule on transfer athletic eligibility, not BACSAC.

Upon sport participation clearance, BACSAC will roster athletes to their appropriate team on the league website. BACSAC Admin will be in contact with the AD and coach regarding any students who are not eligible to participate.

Coaching Certifications

All BACSAC coaches must be certified through the NFHS. The following certifications are required to be on file with the conference:

- A. [NFHS Fundamentals of Coaching](#)
- B. [NFHS COVID-19 for Coaches and Administrators](#)

For a complete guide to coaching certifications: https://cifstate.org/coaches-admin/coaching_education/certification

Athlete registration and coach certifications need to be submitted to the League Director at least 48 hours before the first game. Failure to comply may result in game cancellations and forfeiture until compliance requirements are met.

Coach Hiring Checklist

1. Finger Printing completed and cleared on file by school
2. TB Test clearance within 60 days of hire. (per school requirement)
3. CPR Card - current (monitored by school)
4. First Aid Card (monitored by school)
5. NFHS Fundamentals of Coaching (monitored by BACSAC)
6. NFHS COVID-19 for Coaches and Administrators (monitored by BACSAC)
7. Sudden Cardiac Arrest (SCA) Training (monitored by school)
8. Heat Acclimatization Course (Jan. 1, 2019 State law went into effect)
9. Cheer coaches ONLY
 - a) The Cheer and Dance Safety Certification course through the NFHS and USA Cheer
<https://nfhslearn.com/courses/cheer-and-dance-safety-certification>
10. CIF Concussion Education (See Appendix C)

Scheduling

League games will be scheduled and released typically 1-2 months in advance of the season commencing. Note that the number of scheduled league games range anywhere from 8-10 games per season. In some sports, such as girls volleyball and winter basketball, there are two divisions; Division A and B. Two divisions are created for the purpose of competitive equity. Division B is intended to be more developmental whereas Division A teams are considered to be more competitive and may be eligible for CIF Section playoffs.

Game Cancellations

In the event a team needs to forfeit or cancel a game, it is the coach and AD's responsibility to immediately notify the officials, opposing schools, and league director. All cancellations within 24 hours will be ruled as a forfeit.

Any cancellation outside of the 24 hour period may be rescheduled if deemed feasible (facility availability, calendar dates remaining in the regular season, and official's availability) and must be agreed upon by the opposing school. It is the canceling school's responsibility to communicate with the opposing school and confirm a makeup date to the league director for approval.

Non-league Games

BACSAC encourages all schools to independently schedule non-league games for their respective programs. It's important to note that league games will take precedence over non-league games and once the league schedule is released, it will be final. Therefore, the conference asks schools to provide their non-league schedules to the league in a timely manner in order for the league to accommodate their non-league games.

Non-league schedules for the Fall should be submitted by the end of June. For the winter basketball seasons, non-league schedules should be submitted by the end of August and for all spring seasons, non-league schedules need to be received by the end of November.

Number of Allowable Contests Per Sport

<u>Sport</u>	<u>Total*</u>
Girls Soccer	28
Boys Soccer	28
Girls Volleyball	28
Boys Volleyball	28
Girl’s Basketball	28
Boy’s Basketball	28
Cross Country	14
Baseball	28

**The totals do not reflect playoffs/postseason championships.*

BACSAC Playoffs

At the end of each season, the league will organize a playoff for qualifying teams. For girls volleyball and winter basketball, there will be playoffs for both Division A and B. For each division, the champions and runner ups will receive trophies and medals for their respective placements, along with an MVP trophy for the player selected from the winning team.

Playoff Seeding Tie Breaking Procedure

Unless otherwise specified, ties shall be broken using the adopted tie breaking formula to determine BACSAC league championships and/or playoff positions.

Formula:

Step #1 - Within: Compare the win/loss standings of the tied teams with each other. If tie remains, apply Step #2.

Step #2 - Above: Compare the win/loss standings of the tied teams with the above teams. If tie remains, apply Step #3.

Step #3 - Below: Compare the win/loss standings of the tied teams with the teams immediately below the tie. If tie remains, compare with the next team below. If tie remains, apply Step #4.

Step #4: Coin Toss: Should the tie continue to exist after the three steps have been applied, a coin toss will be used to determine playoff positions with the winner gaining the advantage.

CIF Oakland Section Playoffs

The Oakland Section is made up of two leagues; BACSAC and the Oakland Athletic League (OAL). As members of the Oakland Section, BACSAC schools are able to qualify for the section playoffs by competing in the BACSAC playoffs, excluding Fall and Spring Soccer (CIF currently does not have a regional nor state tournament for soccer outside of the winter season). The BACSAC champion and runner-up automatically qualify for the section playoffs. Depending on the sport, winning the Oakland Section Championship will qualify the winning team for the CIF State Tournament. Note that any teams in Division B are not eligible for the CIF Oakland Section playoffs.

Incident Report Policy

BACSAC acknowledges that interscholastic competition is first and foremost a privilege. The conference also recognizes that sport participation has the potential to positively impact the life of a student-athlete and the school in which they represent. Therefore, the conference expects each school to share and uphold the league's code of ethics and also support the Principles of Pursuing Victory with Honor (see Appendix D).

In the event that a team, athlete, coach, and/or spectator violate the league's code of ethics, schools are required to report the incident using the league's incident report link which can be found on the league website. Please allow for 24-48 hours for the administration to review and comment on the report.

Any report that is deemed a violation of the league's code of ethics, will be handled on a case-by-case basis. In less severe cases, the offending school will be made aware of the incident and will be cautioned. In more serious cases, the offending party may be suspended for multiple games or removed from the league. BACSAC will handle all occurrences with the utmost respect and ensure a fair process in determining any potential ramifications as a result.

Appeal Process

Only a principal may appeal the league's ruling in writing using a school letterhead to the League Commissioner. This must be received by the league within 48 hours of the ruling.

Ejection Policy

It is the league's responsibility to see that the athletic program is a supplement to the instructional program by providing the opportunity for the maximum number of highly skilled students to engage in a competitive interscholastic program. Our student athletes are entitled to an opportunity to observe and learn proper and acceptable behavior in relation to officials, coaches, competitors, teammates, and spectators.

To emphasize the proper ideals of sportsmanship, ethical conduct, and fair play, the following rules are in effect:

1. Any athlete or coach who is ejected from a game for a flagrant foul or unsportsmanlike conduct may be suspended for the next game played.
2. Any athlete or coach who is ejected from a game a second time will be suspended for the next two games. These suspensions apply to the next sport played and/or the next year.
3. Any athlete or coach who is ejected from a game a third time will be suspended for the rest of the season. In order to participate in any other BACSAC sport, he/she must appeal to the Policy Committee.

4. Any athlete or coach who commits a foul or behaves in a manner that is deemed dangerous may be suspended for multiple games. This suspension applies to the next sport played and/or the next year.
5. Any athlete who is ejected from a contest for fighting, displaying assaultive behavior/gross unsportsmanlike conduct, or leaves the bench to participate in a fight between players will be suspended for three games the first time. This suspension applies to the next sport played and/or the next year. A second violation of this provision shall result in suspension for the remainder of the season.
6. Any athlete whose action is identified as dangerously violent may be expelled from league participation for the remainder of the sport's season.
7. A coach who removes his/her team from the court/field prior to the termination of a game shall be suspended for the next game played. A second violation of this provision shall result in suspension of a coach for the remainder of the season.

All Suspended athletes or coaches will need to complete the [NFHS Course on Sportsmanship](#) before being reinstated. Copies of the course certificate will need to be submitted to the League Director for approval. It is our expectation that the principals will meet with their respective student-athletes, their parent/guardian/caregiver and coach to discuss future behavioral expectations.

Appeal Process

The principal may appeal any of the penalties listed above in writing using a school letterhead to the League Commissioner. The appeal will need to provide substantial evidence, for instance video, that shows the students did not clear the benches or participate in the melee. The appeal must be received by the league within 48 hours of the date of the ejection. Reasons for the appeal may only include misidentification of

the ejected player or a misapplication of the rule. There will be no appeal regarding the judgment of an official.

BACSAC Postseason Awards

For each BACSAC sports league and throughout the academic school year, ADs, coaches, and the BACSAC staff will work to recognize athletes, coaches, and sports programs. The following sections provide a breakdown of the process for All-League Selection & Post-Season Awards, Coach of the Year, and Program of the Year awards:

All League Selection

The definition of an All-League Representative is an athlete who:

- Is a leader to the team
- Demonstrates the attributes of sportsmanship
- Demonstrates skills & ability through performance in league contests
- A Coach nominates & Athletic Director approves.

Coaches and/or Athletic Directors are required to meet a submission date prior to an All-League coaches meeting. The number of nominees will vary by season and sport. Any student who has been ejected and/or suspended by the league will not be eligible for postseason awards.

All Head Coaches must attend (or have representation at) the postseason coaches' meeting if they wish to ensure their athlete nominations are considered.

At the postseason meeting:

- Coaches will be given time to discuss each of the All-League nominations.
- Coaches should bring appropriate statistics with them regarding their nominees to best advocate for their athletes in the event disagreements should arise.

Voting Procedures:

- Coaches will be allowed to nominate athletes both of their own and other teams.
- Coaches will not be able to vote for players on their own team.

- Elections are made through open voting procedures, not private voting.

Vote Confirmations & Reports:

- Coaches and/or ADs will confirm spellings, positions, etc., with the League Director prior to the close of the meeting.
- Any discrepancies and/or possible issues will be discussed with the Coach(es) and/or AD of the school.
- All-League teams will be distributed to ADs via email with medals being delivered to the schools directly for the AD's to distribute.

Coach of the Year

The Coach of the Year Award acknowledges the work, achievement, and collaborative effort of coaches in their respective season of contest.

Criteria:

Team achievement factors (in no particular order):

- Winning achievements
- Improvement from last year and/or during the season
- What a team has done with the talent they have
- Growth of student participation in the program

Personal factors (how a coach presents themselves and represents their team)

- Cultivation of relationships/collegiality with coaches in the league
- Management of scores, especially in blowout situations
- Modeling respect with officials
- Promotion of sportsmanship with one's athletes

Procedure:

Prior to the Meeting:

- Coaches will be provided an online voting form.

At the meeting:

- Facilitator will tally votes and announce the recipient.
- In the event of a tie, the League Director will cast the deciding vote.

Athletic Program of the Year

“Athletic Program of the Year” acknowledges the athletic director's efforts while also accounts for the collective effort from the coaches, student-athletes, and everyone who contributed to the success of each school's athletic program.

During the nomination process, BACSAC examines:

- the year as a whole for schools
- takes into account participation, engagement, and overall program success
- schools typically nominated demonstrated an outstanding commitment to their athletic programs
- strong performance(s) in various sports while promoting a high level of sportsmanship

The process for finalizing the award recipient is left to the athletic directors themselves, each of whom are asked to cast a vote at the close of the last sports season in the Spring. Schools that are nominated are asked to not vote for their own program.

Appendix Item A

Bay Area Charter School Athletic Conference BACSAC

TO: Principals
FROM: Daniery Rosario, League Director
SUBJECT: **BACSAC MEMBERSHIP APPLICATION**

I am sending you membership information for 2022-2023 for the Bay Area Charter School Athletic Conference (BACSAC) of the CIF Oakland Section. Upon review and discussion of your school's qualifications and ability to fulfill the OAL/CIF administrative requirements, the BACSAC administration will decide on your acceptance.

Please review the CIF Constitution and Bylaws, accessible at the BACSAC website: www.bacsac.org. To be considered for membership, your school must be able and willing to comply with all of the rules, regulations, and responsibilities required of members. Please submit a letter of application and this Application for Membership form. The BACSAC Administration has established the fees for membership for 2022-23. There is an annual membership fee of \$3,100.00 and is subject to a modest increase at fiscal year end June-2023. Membership Fees and Sports Participation Fees are invoiced directly to your school at the beginning of the school year. Sports Participation fees are based on estimated costs for administration, facility rentals (fields, gyms, courses, etc.), officiating fees per game(s), equipment expenses, and other miscellaneous costs. The invoices are to be paid in "Net 45 Days".

Schools desiring to become members of the BACSAC/CIF Oakland Section shall apply for membership in the manner and form described below. BACSAC has sole authority to accept a school into membership.

APPLICATION PROCEDURE

- 1. Statement of Intent and Submission of Application.** The principal, headmaster, or Chief Administrative Officer of the applying school shall submit a letter of application that includes the following:
 - a. Statement of intent to join BACSAC/Oakland Section, CIF, as a member.
 - b. Intent to authorize the participation of administrative and staff personnel in the BACSAC/CIF, Oakland Section, especially to include the appointment of an athletic director responsible for administration of all the school's athletic programs.

Within the Letter

- a. Statement of which BACSAC sports the school intends to participate; two sports are mandatory for membership.
 - b. Current and three-year projection of enrollment.
 - c. Statement of intent to abide by all CIF Bylaws and OAL Rules and Regulations.
 - d. Statement of conformance with the following criteria for membership:
 1. School must be registered with the State Department of Education.
 2. School must plan to field two or more athletic teams.
 3. School must offer equal athletic opportunity for both boys and girls, if a co-ed school.
 4. School must state that it adopts the sixteen principles of the CIF Pursuing Victory with Honor (PVWH) program as required by the CIF Constitution and Bylaws.
 5. School shall state that it intends to pay the BACSAC membership dues, currently \$3,100.00 annually, as well as any fees associated with participation in CIF sports conducted through BACSAC. It must state that it will submit these fees by the deadlines.
2. Failure to meet BACSAC payment deadlines, in the absence of an agreed upon hardship agreement with BACSAC, will result in financial penalties in 2022-23. CIF dues are additional nominal charges based on 2021-22 school enrollment and will be billed separately by the CIF State Office.
 3. The BACSAC Governing Board and/or the OAL Policy Committee, at its discretion, may require additional information from the applying school prior to acceptance and may ask the principal to appear in person.
 4. The principal/school leader of each BACSAC member school shall be a member of the Governing Board and attend board meetings in 2022-23.
 5. Each member school shall appoint an athletic director and understands that there will be mandatory monthly athletic director meetings, excluding July and any months deemed unnecessary.
 6. Please attach a list of all coaches known at this time. Each member school understands that all coaches must complete a CIF-approved certification process before the applicable sport season or they will not be allowed to coach.
 7. Schools understand that full knowledge and implementation of the OAL and CIF rules and regulations are the school's responsibility and agree to abide by said rules. Violation of these rules may result in team and/or a school's disqualification from competition.

Dual Signature Required

Administrator of School (Principal/School Leader)

Officer (Board President/Trustee Officer)

Name of School

Date

Date

Send completed application with letter electronically to:

**Bay Area Charter School Athletic Conference
c/o Daniery Rosario, League Director
daniery.rosario@gmail.com**

Fax: (888) 418-1702

Do not write below this line. For Office Use Only

Approved by the BACSAC Administration

Date

Commissioner of BACSAC

1. _____ Application	
2. _____ Letter of Intent	
3. _____ Adoption of PVH Principles	

Appendix Item B



BACSAC
Phone: (407) 924-5638
daniery.rosario@bacsac.org

PRE-ENROLLMENT CONTACT
AFFIDAVIT
CIF FORM 510

This Affidavit must be filed with an Athletic Transfer Eligibility Application (CIF Form 207).

STUDENT NAME: Telephone: ()

Current Address: City: Zip:

Year in School (circle one): FR SO JR SR Gender (circle one): M F

FORMER SCHOOL: Date Enrolled (M/D/YR): From to

NEW SCHOOL: Date Enrolled (M/D/YR):

Sport(s) and level of participation in the previous twelve calendar months:

Sport

Sport

Sport

IMPORTANT NOTE: Providing false or fraudulent information to gain athletic eligibility can lead to ineligibility of the student applicant for a period of up to 24 months and sanctions against the school's athletic program. See CIF Bylaws 202.B.

ALL STUDENTS ARE REQUIRED TO DISCLOSE ON THIS FORM ANY CONTACT OF ANY KIND WITH ANYONE ASSOCIATED WITH THE NEW SCHOOL.

PARENT'S AND STUDENT STATEMENT

By signing this affidavit below, I certify that no person who is connected with the athletic department of the enrolling (new) school (School "B"), or is part of the booster club of School "B" or who was acting on their behalf has had communication, directly or indirectly, through intermediaries or otherwise with this transfer student, student's parents, legal guardian or caregiver, or anyone acting on behalf of this student, prior to the completion of the enrollment process at School "B".

- AND -

By signing this affidavit below, I certify that the student has not participated during the previous 24 months on any non-school athletic team* (i.e., AAU, American Legion, club team, etc.) that is associated with or coached by anyone associated with the enrolling (new) school (School "B"). (*See Bylaw 510 for definition of a non-school athletic team.)

Parent's Signature Date

Student's Signature Date

-OR-

I am unable to certify that one or both of the above statements are true. Therefore, as required, I am submitting a complete written disclosure of the specifics. (Attach the explanation to this form.)

Parent's Signature Date

Student's Signature Date

Student Name: _____

FORMER SCHOOL STATEMENT (School "A")

My signature below attests that to the best of my knowledge I have no credible** evidence of any person who is connected with the athletic department of the new school (School "B") or who is part of the booster club of the new school (School "B") or who is acting on their behalf, having communication, directly or indirectly, through intermediaries or otherwise with the transfer student, student's parents, legal guardian or caregiver, or anyone acting on behalf of the student, prior to the completion of the enrollment process.

Furthermore, I am not aware of this student participating during the previous 24 months on any non-school athletic team* that is associated with the enrolling (new) school (School "B"). (*See **Bylaw 510** for definition of a non-school athletic team.)

Signature of **Former** School Athletic Director _____
Date

Signature of **Former** School Head Coach (Fall) _____
Sport _____
Date

Signature of **Former** School Head Coach (Winter) _____
Sport _____
Date

Signature of **Former** School Head Coach (Spring) _____
Sport _____
Date

Signature of **Former** School Principal _____
Date

(Note: if student has/will compete(d) in more than three sports, please copy this Form 510 and include signatures of additional appropriate head coaches on separate sheet and attach.)

-OR-

I am unable to certify that one or both of the above statements are true. Therefore, as required, I am submitting a complete written disclosure of the specifics. (Attach the explanation to this form.)

Signature of Non-Certifying Principal of former school _____
Date

**Credible evidence is considered as evidence which proceeds from a trustworthy source; evidence which is so natural, reasonable, and probable as to make it easy to believe; information which is obtained from authentic sources or from the statements of persons who are not only trustworthy, but also informed as to the particular matter; that which is not mere speculation or rumor.

ENROLLING (NEW) SCHOOL STATEMENT (School "B")

My signature below certifies that to the best of my knowledge no person who is connected with our athletic department, or is part of our booster club, or who is acting on our behalf has had communication, directly or indirectly, through intermediaries or otherwise with this transfer student, student's parents, legal guardian or caregiver, or anyone acting on behalf of the student, prior to the completion of the enrollment process in School "B".

Furthermore, this transfer student has not participated during the previous 24 months on any non-school athletic team* that is associated with the enrolling (new) school (School "B"). (*See **Bylaw 510** for definition of a non-school athletic team.)

Signature of **New** School Athletic Director _____
Date

Signature of **New** School Head Coach (Fall) _____
Sport _____
Date

Signature of **New** School Head Coach (Winter) _____
Sport _____
Date

Signature of **New** School Head Coach (Spring) _____
Sport _____
Date

Signature of **New** School Principal _____
Date

-OR-

I am unable to certify that one or both of the above statements are true. Therefore, as required, I am submitting a complete written disclosure of the specifics. (Attach the explanation to this form)

Signature of **New** School Principal _____
Date

Appendix Item C: CIF CONCUSSION POLICY

Schools shall ensure that any athlete showing signs or symptoms of concussion/brain injury is removed from participation immediately and not allowed to return to play until they have written clearance from a licensed health care provider trained in the evaluation and management of concussion/brain injury. (CIF Bylaw 313).

Schools should ensure that all coaches (paid or volunteer) are educated in the nature and risk of concussion or head injury prior to the first practice/competition. This education shall include signs and symptoms of concussion/brain injury. This education is available at no charge through the NFHS and the CIF.

Schools should distribute an information sheet to student-athletes and parents each year that include the signs and symptoms of concussion/brain injury. These documents are available on www.bacsac.org and <https://cifstate.org/sports-medicine/concussions/index>



16 Principles of Pursuing Victory With Honorsm

1. The essential elements of character building and ethics in CIF sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring and good citizenship. The highest potential of sports is achieved when competition reflects these “six pillars of character.”
2. It’s the duty of School Boards, superintendents, school administrators, parents and school sports leadership - including coaches, athletic administrators, program directors and game officials - to promote sportsmanship and foster good character by teaching, enforcing, advocating and modeling these “six pillars of character.”
3. To promote sportsmanship and foster the development of good character, school sports programs must be conducted in a manner that enhances the academic, emotional, social, physical and ethical development of student-athletes and teaches them positive life skills that will help them become personally successful and socially responsible.
4. Participation in school sports programs is a privilege, not a right. To earn that privilege, student-athletes must abide by the rules and they must conduct themselves, on and off the field, as positive role models who exemplify good character.
5. School Boards, superintendents, school administrators, parents and school sports leadership shall establish standards for participation by adopting and enforcing codes of conduct for coaches, athletes, parents and spectators.
6. All participants in high school sports must consistently demonstrate and demand scrupulous integrity and observe and enforce the spirit as well as the letter of the rules.

7. The importance of character, ethics and sportsmanship should be emphasized in all communications directed to student-athletes and their parents.
8. School Boards, superintendents, school administrators, parents and school sports leadership must ensure that the first priority of their student-athletes is a serious commitment to getting an education and developing the academic skills and character to succeed.
9. School Boards, superintendents, principals, school administrators and everyone involved at any level of governance in the CIF must maintain ultimate responsibility for the quality and integrity of CIF programs. Such individuals must assure that education and character development responsibilities are not compromised to achieve sports performance goals and that the academic, social, emotional, physical and ethical well-being of student-athletes is always placed above desires and pressured to win.
10. All employees of member schools must be directly involved and committed to the academic success of student-athletes and the character-building goals of the school.
11. Everyone involved in competition including parents, spectators, associated study body leaders, and all auxiliary groups have a duty to honor the traditions of the sport and to treat other participants with respect. Coaches have a special responsibility to model respectful behavior and the duty to demand that their student-athletes refrain from disrespectful conduct including verbal abuse of opponents and officials, profane or belligerent trash-talking, taunting and inappropriate celebrations.
12. School Boards, superintendents, and school administrators of CIF-member schools must ensure that coaches, whether paid or voluntary, are competent to coach. Training or experience may determine minimal competence. These competencies include basic knowledge of: 1) The character building aspects of sports, including techniques and methods of teaching and reinforcing the core values comprising sportsmanship and good character. 2) The physical capabilities and limitations of the age group coached as well as first aid. 3) Coaching principles and the rules and strategies of the sport.
13. Because of the powerful potential of sports as a vehicle for positive personal growth, a broad spectrum of school sports experiences should be made available to all of our diverse communities.
14. To safeguard the health of athletes and the integrity of the sport, school sports program must actively prohibit the use of alcohol, tobacco, drugs and performance-enhancing substances, as well as a demand compliance with all laws and regulations, including those related to gambling and the use of drugs.

15. Schools that offer athletic programs must safeguard the integrity of their programs. Commercial relationships should be continually monitored to ensure against inappropriate exploitation of the school's name or reputation. There should be no undue influence of commercial interests. In addition, sports programs must be prudent, avoiding undue dependency on particular companies or sponsors.
16. The profession of coaching is a profession of teaching. In addition to teaching the mental and physical dimensions of their sport, coaches, through words and example, must also strive to build the character of their athletes by teaching them to be trustworthy, respectful, responsible, fair, caring and good citizens.

“Pursuing Victory With Honor” and the “Six Pillars of Character” are service marks of the CHARACTER COUNTS! Coalition, a project of the Josephson Institute of Ethics. For more information on promoting character education and good sportsmanship, visit www.charactercounts.com.