

WEST ALAMEDA COUNTY CONFERENCE  
CONSTITUTION AND BYLAWS  
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## ARTICLE I NAME

Section 1. The league shall be known as the West County Athletic Conference (WACC) of the North Coast Section (NCS) of the California Interscholastic Federation (CIF).

## ARTICLE II PURPOSE

Section 1. The West Alameda County Conference is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations as described under Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code

Section 4. II. The Purposes of this organization shall be to:

- 1) administer athletics in the WACC so that every school's faculty will regard athletics as an educational resource to be encouraged.
- 2) promote wholesome athletic and other related inter-school activities among the secondary schools holding membership and to provide through the observance of good standards of sportsmanship, cordial and friendly relations among the schools.
- 3) clarify and make definite the administration of athletics by means of a constitution and rulings.
- 4) assist the students, faculty and administration of member schools in the development and continuation of an athletic program in their schools.

## ARTICLE III RESPONSIBILITY

Section 1. The responsibility for keeping league activities and policies compatible with the policies of member districts and schools is shared by principals, superintendents, and presidents. Agenda, minutes and schedules are furnished regularly. Suggestions from superintendents, presidents and their principals are encouraged.

Section 2. The reconsideration of an action of the WACC Board of Directors shall be placed on the agenda of the next WACC Board meeting should a superintendent or president of a league school want that reconsideration, provided the league president has received a letter of request signed by a superintendent or president.

Section 3. This organization is a nonprofit public benefit organization and is not organized for the private gain of any person. No substantial part of the activities of this organization shall consist of carrying on propaganda or otherwise attempting to influence legislation, and the organization shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office. The property of this organization is irrevocably dedicated to charitable purposes and no part of the net income or assets of this organization shall ever inure to the benefit of any director, officer, or private person.

## ARTICLE IV MEMBERSHIP

Section 1. Membership in the WACC shall be open to all schools that are assigned to the league through the classification and alignment process of the NCS.

### (1)

Section 2. The education code gives the authority for high school athletics to high school governing boards. It is a legal requirement that the governing bodies of each member school designate those persons who will act as representatives of their school(s). The WACC's governing body shall consist of one representative from each member school. The league's governing board shall be referred to as the WACC Board of Directors.

Section 3. The making of a motion, the second, and the vote on the motion shall be executed only by a member of the Board of Directors, consisting of representatives designated by their school's governing body. In all votes the representative is acting on behalf of the school's governing body.

Section 4. The WACC shall have the authority to:

- 1) levy an annual assessment to be used for the operation of the WACC.
- 2) fix and enforce penalties for violations of WACC, NCS, or CIF state constitutions, bylaws or other operational rules of the WACC or a parent organization.
- 3) suspend from competition any member school for violations of WACC, NCS or CIF state regulations; suspensions will take a two-thirds vote of the member schools.
- 4) exercise or provide for the exercise of all functions of the WACC not specifically provided for in this Constitution or Bylaws.

Section 5. The WACC strongly recommends that members schools, full and supplementary, adhere to the following communication protocols: school athletic stakeholders communicate with a member school's Athletic Director, the Athletic Director communicates with the member school's administration and the member school's Principal communicates directly to the WACC Board of Directors.

## ARTICLE V OFFICERS

Section 1. The officers of the WACC shall be the President, Vice-President, and NCS Board of Managers' Representative. The officers shall be selected annually at the last regular league meeting of the school year. Their terms of office shall begin on July 1.

Section 2. There shall be two representatives from the WACC to the NCS Board of Managers. The representatives shall be the Vice-President and NCS Board of Managers' Representative.

## ARTICLE VI MEETINGS

Section 1. Regular meetings shall be scheduled throughout the school year; the meeting schedule shall be approved and published in May of the preceding school year. The President shall have the power to call special meetings at his/her discretion or upon request from two member schools. The president has the power to cancel regular meetings. All meetings are subject to compliance with the Brown Act.

Section 2. Robert's Rules of Order shall prevail unless otherwise specified.

## ARTICLE VII PRESIDENT

Section 1. The President shall preside at all meetings, be the official spokesperson for the league, and perform all other duties usually required of the presiding officer. He/she shall appoint members of committees as necessary.

(2)

## ARTICLE VIII VICE-PRESIDENT

Section 1. The Vice-President shall perform the duties of the President in the absence of the President.

## ARTICLE IX COMMISSIONER

Section 1. The Commissioner shall be an employee of the League and shall receive the compensation established in his/her contract with the WACC Board of Directors.

Section 2. The commissioner shall be an exofficio member of the WACC Board of Directors and the Athletic Directors' Advisory Board and shall act as an executive secretary for those bodies.

Section 3. The Commissioner shall keep a record of the proceedings of the league, shall keep an account of all business transacted, shall keep a record of communications, and shall perform any and all other duties indicated in the "job description." These records shall be open at all times to any member school.

Section 4. The Commissioner shall have the authority to appoint WACC representatives to NCS sports management committees.

Section 5. The commissioner shall make an initial ruling on all alleged violations of league rules or game protests.

Section 6. The Commissioner shall be evaluated on a regular basis.

Section 7. The Commissioner shall, at the first indication of an unresolved issue, complaint or conflict, refer the matter to the President and the Board of Directors.

## ARTICLE X

## COMMITTEES

Section 1. The President shall have the power to appoint any and all committees which he/she may deem necessary.

Section 2. All committee action shall be authorized by the WACC before becoming official.

Section 3. An appeals committee composed of three representatives, established on a rotating basis, shall be established to rule on alleged violations of league member schools or game protests. The Committee shall investigate each alleged violation, review the findings of the league commissioner, and report its findings and proposed sanctions to the full Board of Directors.

Section 4. In the event of a complaint against the WACC or the employees of the WACC, the President will determine if the WACC (full and supplementary members) has jurisdiction over the complaint. If the WACC has jurisdiction over the complaint, the President will convene a committee to address the complaint. The committee will make recommendations to the Board of Directors. Board Action as a result of the recommendations will be final.

(3)

## ARTICLE XI AMENDMENTS

Section 1. Amendments to the Constitution may be submitted at any regular meeting of the Board of Directors. Amendments will become effective at the following regular meeting if approved by a 2/3 vote of those present.

Section 2. Amendments may be made to the By-laws and sport-specific special rulings by a majority vote of the representatives at any meeting.

## ARTICLE XII RATIFICATION AND ADOPTION

Section 1. The Constitution and By-laws shall become effective immediately upon unanimous vote of the Board of Directors.

## ARTICLE XIII QUORUM AND VOTING

Section 1. A majority of the representatives from member schools shall constitute a quorum. Unless otherwise specified in the Constitution and By-laws, all decisions shall be based on a majority vote provided a quorum exists.

Section 2. All decisions of the league shall be binding on all members.

Section 3. Each school is allowed one vote on all questions, except in the case of hearings and protests. The schools involved in the hearings/protests shall not have a vote.

## ARTICLE XIV ATHLETIC DIRECTORS' COMMITTEE

Section 1. Recommendations, requests and reports from coaches or special interest groups will be reviewed by the Athletic Directors' Committee prior to consideration by the Board of Directors.

Section 2. The Athletic Directors' Committee is composed of the athletic directors from each member school, shall meet monthly during the school year, and shall serve as an advisory body to the Board of Directors.

## ARTICLE XV - DISSOLUTION

Upon the dissolution of the organization, assets shall be distributed for one or more exempt purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or corresponding section of any future tax code, or shall be distributed to the federal government, or to a state or local government for a public purpose

### BYLAWS AND RULINGS OF THE WEST ALAMEDA COUNTY CONFERENCE

All by-laws or rulings adopted by the League shall have the same full force and power as the regulations included in the Constitution. Special rulings that apply to a particular sport are grouped under the heading of that sport. These rulings may be changed or amended by a majority vote at any meeting of the league.

(4)

### 100. STUDENT ELIGIBILITY

101. The WACC shall follow the residential and scholastic eligibility rules of the CIF and the NCS.

102. Each member school shall submit its dates of determination, used for determining continuing scholastic eligibility, at the beginning of the school year.

103. Each school shall provide a NOTICE OF ATHLETIC TRANSFER RULES to all students. The following is the suggested format:

#### “TRANSFERRING SCHOOLS MAY EFFECT YOUR ATHLETIC ELIGIBILITY

Transferring from one school to another school may affect a student's athletic eligibility under NCS and CIF rules. It is your responsibility to see the school principal for a copy of the eligibility rules. Students who transfer as a result of disciplinary action may be ineligible for one calendar year from enrollment in their new school.

104. Alleged violations of student eligibility bylaws shall follow NCS protocol.

### 200. REGISTRATION AND CLASSIFICATION

201. All students participating in interscholastic competition are to be registered according to NCS and CIF rules and procedures. Each school's Registration and Eligibility list shall be on file in the commissioner's office.

### 300. GENERAL RULINGS

301. All athletic activities involving two or more CIF member schools must be held under the rules and regulations of the WACC, the NCS, and the CIF. Only students who are eligible under CIF, NCS and WACC rules are permitted to participate in any CIF activity.

302. A student shall not be allowed to participate in an athletic contest unless his/her behavior and attendance are satisfactory to the principal. Academically ineligible students, or students covered by the NCS "Ejection Policy," shall not suit up for contests.

303. For purposes of determining the number of competitions in one day or number of participations in a given time period, competing for a given team or in a specific game constitutes participation in that contest.

304. No athlete shall play in a contest at more than one level against the same opponent in the same round.

305. RE: Games Not Played

305.1 Any school defaulting to another school (forfeit) shall be charged with a defeat and the school receiving the default shall be credited with a win. Additional penalties may be decided by the Board of Directors.

305.2 Games cancelled and not made up due to COVID or AQI issues shall be treated as "no contests." If schools in a league play a different # of games/have a different record due to contests cancelled by COVID or AQI, schools at the top of the league standings with similar records that have **not been able to complete their games against each other** shall share the league championship. Special rulings shall determine the NCS automatic berth."

305.3 When the AQI used by the host school reaches 151 or above after an outside athletic contest has begun, the contest shall be immediately stopped. The two involved school administrators shall work together to reach a decision to continue/reschedule/cancel the contest within 24 hours, after mandatory consultation with the involved AD's and in accordance with WACC, NCS, CIF, and NFHS rules. (5)

305.4 If a school is unable to start the league schedule at the proper time or is unable to complete the league schedule, all unplayed contests shall be declared "forfeit."

305.5 If a school must forfeit a contest for any reason, the forfeit must be agreed to by the involved athletic directors and the opponent school must have been able to field a complete team.

306. Protests

306.1 The principal of the school making the protest shall first make it in writing or by telephone to the principal of the opposing school by the close of the next school day following the disputed contest. If an agreement can not be reached by the principals concerned, a protest to the league may be made by writing a full statement of the facts to both the league president and commissioner within five days of the disputed contest.

306.2 The Commissioner shall investigate the protest, develop findings, and make a recommendation to the protest committee of the Board of Directors.

306.3 The protest committee shall be composed of three representatives of the Board of Directors meeting at the call of the President. Protest committee decisions may be appealed to the full Board. The representatives of the schools involved in the protest shall have no vote on the outcome of the protest.

306.4 Protests that are made based on judgment calls by an official shall not be considered.

306.5 Protests involving game conditions must be filed with the host principal or authorized representative before the beginning of the contest or as soon as they occur.

307. No awards, certificates, trophies, plaques, ribbons, medals, etc., other than those awarded by the league, shall be awarded to individuals or teams on behalf of the league. Individual league schools are encouraged to develop their own awards for individuals or teams.

308. The league commissioner shall adjust the number of all-league nominations a school receives based on its league finish in sports where an uneven league alignment makes this necessary to ensure an adequate number of nominations.

309. The host school shall provide a trainer or other qualified medical personnel at all athletic contests where one is required. They may provide a trainer or other qualified medical personnel at other athletic events. The visiting school may also provide a trainer or other medical personnel at away athletic contests. The host school's trainer has the authority to make a formal decision about the ability of a visiting school's student-athlete to continue playing in the contest if the visiting school has no trainer/other medical personnel at the contest.

310. Senior recognition activities shall not add more than 10 minutes to pregame or halftime activities.

#### 400. SECURITY, SUPERVISION AND SPORTSMANSHIP

401. Violations of standards of sportsmanship shall be settled by the individual schools whose students or supporters have participated in this unacceptable conduct. If a satisfactory settlement is not reached, either school may request a special meeting of the WACC Board. After any factual presentations, the league shall decide the issue and invoke appropriate penalties by majority vote.

(6)

402. All athletic activities of WACC schools shall be under the direction, supervision and control of school authorities; any benefits, financial or otherwise, accruing from these activities shall be used only for school purposes.

403. Supervision of athletic contests shall be addressed in a separate document approved by the league.

404. No artificial noisemakers of any type are allowed at any league-sponsored athletic contest. These include, but are not limited to, drums, airhorns, thundersticks, and whistles.

405. No member school shall allow any decorations by home or visiting schools on any part of the football goalposts, basketball backboards, or on buses transporting students to and from athletic contests.

406. WACC contests in any sport that approach a lack of control or have other sportsmanship/environmental/etc. problems shall be immediately discontinued. The coaches, site administrators (and officials if they are involved) are to confer and outline the conditions for the continuance of the contest. The involved principals shall make the ultimate decision on whether and when to continue the contest.

407. Coaches must accompany their teams to the visiting site and must follow the host school's guidelines set forth in its "staging areas for athletic events" document.

408. Coaches, team followers, or anyone else associated with one school are not permitted to visit another campus for the purpose of observing an athletic practice.

409. Student-athletes involved in a fight in an interscholastic contest shall be ineligible to be nominated and considered for all-league honors. Individual school athletic directors, working with their principals, may invalidate this ineligibility when they have specific information that counter-indicates involvement.

#### 500. PRACTICE PROCEDURES

501. The special rules for a specific sport supersede the general rules listed below.

502. Schools may conduct organizational meetings outside of the season of sport subject to NCS rules.

503. Each member school may develop its own rules regarding the number of weekly practices and the length of those practices. WACC schools shall follow CIF and NCS rules on “outside competition.” An individual school is free to make its own rules stricter than those of the NCS or CIF.

#### 600. COACH MEETINGS

601. Preseason Meeting: The Commissioner shall convene a meeting of the coaches of a particular sport immediately preceding the opening of that season of sport. Meeting attendance is required for all schools participating in that sport. The agenda of the meeting shall be prepared by the Commissioner with input from coaches. Officials associations will be requested to attend where appropriate.

602 Postseason Meeting: The Commissioner shall convene a meeting of the coaches of a particular sport immediately following the conclusion of that season of sport. Meeting attendance is required for all schools participating in that sport. The agenda of the meeting shall be prepared by the commissioner with input from coaches. All-League teams shall be selected at that meeting following the special rules of that sport.

(7)

#### 700. SCHEDULING

701. Sports schedules are the joint effort of the commissioner and athletic directors and shall be approved by the Board of Directors. Schedule changes may be made by principals and their authorized representatives, not by coaches. The schedules shall be drawn up by the Commissioner following the guidelines established by the Board of Directors.

702. Two individual schools may agree to change the date, time, or site of any individual contest.

703. In the event of a cancellation, outside of weather, the school canceling shall notify the opponent prior to the day of the game.

704. Athletic directors shall reschedule postponed or cancelled contests.

705. The WACC shall establish a document listing host schools for WACC championship events. It is not required that the host school conduct the event at its school. The host school shall present a “fact sheet”

outlining the league event at an AD meeting preceding that event. The fact sheet shall cover the date, time and place of the event, admission charges (if any), custodial needs, officiating needs, supervision needs, and security needs. Approval of the fact sheet by athletic directors constitutes league approval.

## 800. ADMISSION PRICES

801. All league games where admission is charged shall have the following maximum admission prices:

Adults	\$8.00
Students w/o an ASB Sticker	\$8.00
Students from Non-Competing Schools	\$8.00
Elementary/Jr, Hi Students	\$5.00
Children	\$5.00
Seniors	\$5.00
Students from Competing Schools w/ ASB Sticker	\$5.00

801.1 The admission fee for volleyball games shall be \$5 and \$3. A school may opt out of charging an admission if it wishes.

802. The admission prices for WACC-sponsored championship events will be the same as the above. WACC passes are not valid for league playoffs or other league events.

803. Individual schools may charge an admission for sports other than basketball and football.

804. Gate receipts shall remain with the host school unless the involved principals have arranged otherwise. Necessary game expenses are to be paid by the host school. WACC tournaments and events are excluded from this arrangement.

805. Tickets are to be sold until the end of the third quarter for football and basketball games and until the end of the matches in wrestling. At the end of the third quarter, the gates will be tended but no further tickets will be sold and there shall be no further admission to the contest.

806. When schools play double or triple headers in basketball and at least one of those is a varsity contest, admission charges shall be levied from the beginning of the first game.

807. Each school shall receive 75 WACC passes.

(8)

808. Member schools have the right to refuse entrance to anyone to an athletic contest.

(9)