

MONTEREY BAY LEAGUE

CONSTITUTION

AND

BY-LAWS

As Approved by the Board of Managers through May 2017 Board of Managers Meeting

MONTEREY BAY LEAGUE CONSTITUTION AND BY-LAWS

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MONTEREY BAY LEAGUE SPORTS BY-LAWS are a separate document.

MONTEREY BAY LEAGUE CONSTITUTION

ARTICLE 1 - NAME

Section A The name of this organization shall be the Monterey Bay League.

ARTICLE 2 - AUTHORITY

Section A This Monterey Bay League is a member of the Central Coast Section of the California Interscholastic Federation, and is bound by the Constitution and By-laws of both bodies. The rules of the Monterey Bay League may be made more restrictive than either of the aforementioned, if desired by the Board of Managers.

ARTICLE 3 - PURPOSE

Section A The purpose of the league is to promote wholesome athletics and other inter-school activities among the schools holding membership.

ARTICLE 4 - MEMBERSHIP

Section A The secondary schools located within the boundaries of the Monterey Bay League shall be eligible for membership. Those boundaries currently include the following four county area: Monterey, San Benito, Santa Clara and Santa Cruz Counties.

Section B Application for membership shall be submitted in writing by the chief administrative officer of the applying school.

Section C League members are the following high schools: Alisal, Christopher, Everett Alvarez, Gilroy, Monterey, Monte Vista Christian. North Monterey County, North Salinas, Notre Dame-Salinas, Palma, Pajaro Valley, Salinas, San Benito, Seaside and Watsonville.

ARTICLE 5 - MANAGEMENT

Section A The government of this league shall be vested in a Board of Managers, which shall consist of one designated administrative representative of each member school or his/her proxy. Each school shall have one vote on the Board of Managers.

Section B The League Commissioner shall be an ex-officio member of the Board of Managers. The Commissioner shall be appointed on an annual basis, term of contract – July 1 through June 30.

Section C There shall be a coaches' and Athletic Directors' representative for each league Sport one for each division in sports where there are two divisions. These representatives shall advise the Athletic Directors and Board of Managers on all matters pertaining to the sport they represent.

Section D All league sport by-law changes from coaches shall come by vote of the coaches at either their pre-season or post-season meeting, and shall be submitted to the League Commissioner for action by the Athletic Directors and the Board of Managers.

Section E Any and all Coach proposed changes to the CCS Sports Playoff By-laws shall be sent by the coaches to the League Commissioner immediately after the MBL coaches' meeting leading to the proposed change. No MBL proposal shall go to the CCS Sport Committee unless and until the Athletic Directors have recommended by a vote of at least 2/3, that such proposal should go forth as a League proposal to the appropriate CCS sport committee. That vote may be conducted by Email vote.

ARTICLE 6 - FEES

Section A All league expenses not covered by gate receipts to league events shall be met by assessments of the member schools as set each April by the Board of Managers for the next fiscal year (July 1-June 30).

Section B Upon the winding up and dissolution of this association, after paying or adequately providing for the debts and obligations of the association, the remaining assets shall be distributed to a nonprofit fund, foundation, or association, which is organized and operated exclusively for charitable, educational, or religious and/or scientific purposes, and which has established its tax-exempt status under Section 501 c (3) of the Internal Revenue Code.

Section C No part of the net earnings of this association shall ever inure to or for the benefit of or be distributable to its members, trustees, officers, or other private persons except that the association shall be empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of the exempt purposes for which it was formed.

Section D Notwithstanding any other provisions of these articles, the association shall not carry on any other activities not permitted to be carried on by an association exempt from Federal Income Tax under Section 501 c (3) of the Internal Revenue Code of 1954.

Section E 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.

ARTICLE 7 - OFFICERS

Section A The officers of the Board shall be a President, President-Elect, and delegates to the Central Coast Section as authorized by the Central Coast Section. The League Commissioner shall serve as Secretary-Treasurer.

Section B The President shall perform all the duties of a president as defined in *Robert's Rules of Order*, unless herein provided.

Section C The President-Elect, shall perform all the duties of the President when the President is absent, and shall complete the President's term of office upon the President's resigning or vacating the office.

Section D The number of representatives from the Monterey Bay League to the Central Coast Section Board of Managers is determined by CCS by-laws. The President of the MBL

shall automatically be one of those representatives, and the other representatives shall be elected annually by the MBL Board of Managers.

Section E The Commissioner shall perform all the duties of the Secretary and Treasurer as defined in *Robert's Rules of Order*. The Commissioner shall prepare and circulate agendas to the members of the Board of Managers in advance of the meetings, and will record and publish the minutes of all meetings.

Section F The officers of the Board of Managers will be selected biannually at the final regularly scheduled meeting of the school year. Their term of office will be for two (2) years beginning July 1 and ending June 30.

Section H The method of selection shall be rotation by school in alphabetical order. The President-Elect shall be the next President in line of succession.

ARTICLE 8 - MEETINGS

Section A There shall be three regular meetings of the Board of Managers throughout each school year. Special meetings may be requested at the call of the President of from a majority of the members. In addition, votes by the Board of Managers may be conducted by Email from time to time as needed.

Section B A quorum shall consist of a majority of the Board of Managers' authorized to vote.

Section C Meetings will be conducted in accordance with *Robert's Rules of Order* to the extent that such rules do not conflict with this Constitution or its By-laws.

Section D Athletic Directors shall meet prior to Board of Managers' meetings. They shall make recommendations in the areas of schedules, sportsmanship, conduct of championships and tournaments, and other appropriate activities. . In addition, votes by the Athletic Directors may be conducted by Email from time to time as needed.

ARTICLE 9 - ENFORCEMENT OF CONSTITUTION AND BY-LAWS

Section A Any violation of this Constitution or By-laws, or any order issued from the Executive Committee or Board of Managers which is ignored by a member school shall be punishable by fine, suspension, expulsion, or such other punishment imposed by a two-thirds vote of the membership of the Board of Managers.

ARTICLE 10 - AMENDMENTS

Section A Constitution changes must be presented for first reading and action will be taken at the next regular meeting,

ARTICLE 11 - BY-LAWS

Section A All rules and regulations not herein stated and adopted by the Board of Managers shall be classified as By-laws of this constitution and are binding upon all member schools.

ARTICLE 12 - ADOPTION

Section A This Constitution and its By-laws shall become effective following ratification by the designated administrative representative of each charter member school. Original Ratification: (12/8/75)

ARTICLE 13 - FINANCIAL REPORT

It is recognized that all funds handled by the **MBL**, whether they be donations, section disbursements, fees, dues, fines, or corporate-sponsored donations, are monies designed for the furtherance and administration of athletics for the students of the schools who are members of the Monterey Bay League.

Section A Principles

The following principles shall guide the administration of financial policies of the Monterey Bay League. Adequately financed program of competitive athletics is essential for California's youth to receive a well-rounded education.

1. All fiscal accounting at all levels shall use generally accepted accounting principles when handling and disbursing funds.
2. All funds expended by the **MBL** must be budgeted and authorized. The Commissioner must have prior limited authorization for all expenditures. (Examples of limited authorization for general expenses include recognitions, snacks, etc.) These expenses would then be reported to the Board of Managers at the next meeting.
3. No alcohol or tobacco shall be purchased or paid for out of any **MBL** members or other interested parties. **MBL** financial records are public information.
4. All **MBL** financial records shall be made available to any member school or district for review or audit as that member school may request.

Section B Policies

1. The Commissioner of the **MBL** shall assume the duties of the Secretary-Treasurer and shall keep a complete record of all business at each meeting of the Board of Managers, carry on all official correspondence and perform such duties as usually devolve upon such an officer.
2. The Commissioner shall receive and take charge of all money and deposit the same in a bank designated by the President and to have charge of all trophies, medals, pennants, and other property belonging to the league. The Commissioner shall approve all bills to the league for payment immediately after they have been received. The Commissioner shall pay approved bills by drawing a check on the bank of deposit. Only the signature of the Commissioner will be required on all checks.
3. The **MBL** shall not utilize credit cards as a business practice.

Monterey Bay League General By-Laws

ARTICLE 1 - POWERS AND DUTIES OF BOARD OF MANAGERS

- Section A** Admit to membership in the league any school eligible under this Constitution, provided that two-thirds of the membership approve.
- Section B** Amend the By-laws by a majority vote of the voting membership. Each motion to amend the By-laws shall include the date on which the by-law became effective.
- Section C** Fix and enforce penalties for any violation of the Constitution, By-laws, and other rules of the league.
- Section D** Determine what forms of athletic activities shall be conducted by the league.
- Section E** Instruct the Commissioner as to duties of the position.
- Section F** Investigate the eligibility of any league athlete under question and render the decisions concerning such protests.
- Section G** Collect and disburse the funds of the league.
- Section H** Institute, locate, conduct, and manage all championship meets and tournaments of the league.
- Section I** Approve all athletic schedules of the league.
- Section J** Levy assessments by majority vote of members present at any regular or special meeting of the Board of Managers.
- Section K** Approve all awards and honors made by or in the name of the league.
- Section L** Decide on all protests relating to athletic matters which may arise in connection with league athletic contests unless otherwise provided for in this Constitution.
- Section M** Exercise, or provide for the exercise of, all functions of the league not elsewhere provided for in this Constitution and its By-laws.

ARTICLE 2 - POWERS AND DUTIES OF THE PRESIDENT

- Section A** Preside at all meetings, appoint committees, and perform such other duties usually required of a presiding officer.

ARTICLE 3 - POWERS AND DUTIES OF THE PRESIDENT-ELECT

- Section A** Assume the powers and duties of the President in the absence of the President.

ARTICLE 4 - POWERS AND DUTIES OF THE CCS REPRESENTATIVES

Section A The CCS Delegates shall attend all CCS meetings and represent the league at such meetings.

ARTICLE 5 - COMMISSIONER'S ACTIVITIES AND RESPONSIBILITIES

The MBL Commissioner shall:

Section A **All-League Teams**

1. Provide medals and certificates.

Section B **Athletic Directors**

1. Prepare agendas for meetings.
2. Provide forms and related materials.
3. Carry out approved recommendations.
4. Distribute information to coaches.

Section C **Athletic Schedules**

1. With assistance of Athletic Director(s) as needed, prepare the initial drafts of schedules for consideration by the Athletic Directors as a whole.
2. Draw up and present for approval to Board of Managers no later than last meeting of the school year.
3. Distribute final schedules.

Section D **Awards**

1. Order and store.
2. Distribute in accordance with these By-laws.

Section E **Board of Managers and Athletic Directors**

1. Prepare agendas for meetings.
2. Provide necessary forms and information.
3. Record and distribute minutes.
4. Implement policy.
5. Maintain and distribute up to date league Constitution and By-laws.
6. Carry on official correspondence.

Section F **California Interscholastic Federation (CIF)**

1. Make necessary contacts for clarification of rules (i.e., hardship cases).
2. Disseminate information to schools.

Section G **Eligibility Registration**

1. Provide forms to Athletic Directors.
2. Maintain files of registration by schools.
3. Rule on cases and problems (see By-laws article re: Eligibility of Athletes).

Section H **Files**

1. Maintain up to date files of current activities of league.
2. Maintain a reserve file by year to include, but not limited to financial statements, minutes, records, and league data.

Section I **Finances**

1. Submit a proposed budget and early financial statement to the first Board of Managers meeting of the year.
2. Make deposits in bank (approved by Board of Managers); pay bills against the league.
3. Keep records of receipts and disbursements for playoff, tournaments, entry fees.
4. Make regular financial reports to the Board of Managers.

Section J **Inter-League and Central Coast Section**

1. Act as liaison person with other leagues.
2. Attend CCS meetings with league representatives.
3. Disseminate materials and information to schools.

Section K **League Meets, Tournaments, and Playoffs**

1. Provide Publicity.
2. Distribute net receipts as directed by Board of Managers.
3. Provide proper awards.
4. Collect and maintain league meet and tournament athletic records.

Section L **Mailing Lists and Rosters**

1. Maintain current rosters of school administrative representative and Athletic Directors.
2. Maintain current lists of newspapers, radio and TV stations.

Section M **Officials' Association**

1. Serve as league liaison to Peninsula Sports Inc. (PSI) on all matters pertaining to the assignment and conduct of game officials.
2. Keep PSI abreast of CCS & CIF guidelines regarding policies on officiating.
3. Attend meetings in each sport as necessary to clearly communicate the National Federation, CIF, CCS, League, and Commissioner expectations in the areas of sportsmanship and the professional conduct of officials and coaches.
4. Conduct an annual review of PSI of the ongoing officials administration program, and the contractual requirements and obligations between the member schools and the company.
5. Ensure that PSI makes game assignments for all sports in a timely manner.
6. Ensure that a written report is received from PSI on all sportsmanship incidents involving schools, coaches, players, and fans.

Section N **Passes**

1. Order and distribute league passes (35 per year to each league school).
2. Order and distribute drivers league passes (5 per year to each league school).

Section O **Protests**

1. Receive, research, and rule on all protests (i.e., game rules, player eligibility).

Section P **Sanctioned Events**

1. Follow proper steps in assuring that all league events have approval according to CIF Constitution and CCS and MBL By-laws.

Section O Carry out such other duties as directed by the Board of Managers.

ARTICLE 6 - DUTIES OF ADMINISTRATIVE REPRESENTATIVE OF SCHOOL TO THE MBL BOARD OF MANAGERS

Section A Attend or have a delegated representative present at all Board of Managers' meetings

Section B Be cognizant of league, CCS, and CIF information communicated orally and in writing, ensure that such information is made known to pertinent members of the school staff, and be responsible for the enforcement of league, CCS, and CIF regulations as they affect the school.

Section C Ensure that league athletic schedules, as they affect the school, are carried out, and any changes in such schedules are by administrative approval.

Section D Do all that is reasonable to ensure that standards of sportsmanship are maintained by the school staff and students and that reasonable procedures are taken to provide a safe, comfortable atmosphere in all areas of crowd control.

ARTICLE 7 - FINANCES

Section A The Board of Managers shall be responsible for determining how the league shall finance its operations.

Section B A proposed budget prepared by the Commissioner for the current year shall be presented to the Board of Managers no later than its first meeting of each year for approval by them.

ARTICLE 8 - ATHLETIC CONTEST OFFICIALS

Section A Officials for the following athletic contests shall be members of the Peninsula Sports Incorporated group:

Fall: Field Hockey, Football, Girls Volleyball, Boys and Girls Water Polo
Winter: Boys and Girls Basketball, Boys and Girls Soccer, Wrestling
Spring: Baseball, Softball, Boys Volleyball

Section B The Commissioner shall act in a liaison capacity for the league to Peninsula Sports Incorporated. Matters of mutual concern to the league and PSI shall be decided by agreement between the Board of Managers or its designee(s) and an authorized representative of PSI.

Section C The approved schedule for officials fees in each sport and allowable travel expenses for officials shall be distributed by the League Commissioner to each member school at the beginning of the school year prior to the first athletic contest of the year.

Section D Officials fees and travel expenses can be paid by directly to PSI upon receipt of billing.

Section E An official on the staff of a league school is not to be assigned to officiate any athletic contest in which that school is a participant. This rule does not apply for athletic contests for which PSI or the Commissioner do not assign officials. An official will not officiate a contest in which a relative is a participant.

ARTICLE 9 - ELIGIBILITY OF ATHLETES

Section A In order to be eligible to compete in athletics in the league, and athlete must be eligible in all respects according to the regulations of the CIF, the CCS, the MBL and the school.

Section B The league shall pass no rule less stringent than those provided in the Constitution and By-laws of the CCS, but may adopt more restrictive requirements.

Section C The school administration shall verify date of birth and eligibility of all individuals on the team roster.

Section D Eligibility forms as furnished by the CIF, or reasonable facsimiles, properly filled out and certified by a school administrator for each sport must be forwarded by e-mail to the Commissioner. Specific directions for the forms are as follows:

1. CCS form or a reasonable facsimile is to be used for unlimited classification of athletes.
2. Prior to the first scheduled league contest, the administration of each member school shall send to the Commissioner's office an official *Principal's Certification of Eligibility* form for each team.
3. Names may be added to or deleted from the registration form via signed statement from the appropriate administrator.
4. Any student whose name appears on the *Principal's Certification of Eligibility* form for a particular team is a member of that team as of the first scheduled contest for that team.

Section E Questions that arise regarding player eligibility shall be reported IMMEDIATELY to the Commissioner of the league.

1. The Commissioner shall notify the appropriate administrator of the school if the eligibility of an athlete in that school is questioned.
2. The designated administrator of the school shall investigate eligibility questions involving students enrolled in that school, and take appropriate action.
3. If an ineligible player participates in a contest or contests, the school for whom the athlete plays shall be penalized according to the regulations outlined in Article 15.
4. Eligibility disputes shall be submitted to the Board of Managers.
 - a. Representatives of the schools involved in the dispute shall not have a vote.
 - b. Voting shall be by secret ballot.

Section F When a call for an investigation of eligibility is received, the Commissioner shall include but not be limited to, the following steps in resolving the matter:

1. Request the calling administrator or school official to reduce the charge or question of eligibility to writing.

2. Following the receipt of a written request, inform the school administration of the alleged ineligible athlete and ask the administration to check into the matter.
3. Call the district attendance office for verification of residence, and (if appropriate) determine if an inter-district agreement is on file in the County Attendance Office.
4. Inform schools affected with all information.
5. Call County Counsel if legal assistance is necessary.
6. Call Central Coast Section Commissioner for advice and guidance.
7. Notify schools and districts involved regarding disposition of the case.

Section G

The following language shall be inserted into the by-laws of the sports of Cross Country, Girls Golf, Girls Tennis, Wrestling, Swimming and Diving, Track and Field, Boys Tennis and Student Golf: “In [name of individual sport], if an individual athlete would be unable to participate in the CCS playoffs due to failure to meet the CCS Playoff Policy regarding Season Long Play (at least ½ the regular season league events), that athlete will be ineligible to participate in the League [Tournament, meet, match] on behalf of his/her school. The League Commissioner shall make the final determination with respect to an individual’s eligibility, including the exceptions involved in that CCS Playoff Policy.”

ARTICLE 10 - TEAM CLASSIFICATIONS AND MOVEMENT BETWEEN LEVELS

Section A

The following are the officially designated MBL teams in each sport:

Baseball (Student)	Varsity, J.V., Frosh-Soph
Basketball (Girls)	Varsity, J.V., Frosh-Soph
Basketball (Boys)	Varsity, J.V., Frosh-Soph
Cross Country (Boys)	Varsity, J.V., Frosh-Soph
Cross Country (Girls)	Varsity, J.V.
Football (Student)	Varsity, J.V., Frosh
Golf (Student)	Varsity, JV
Golf (Girls)	Varsity
Soccer (Student)	Varsity, J.V.
Soccer (Girls)	Varsity, J.V.
Softball (Girls)	Varsity, J.V., Frosh-Soph
Swimming (Boys)	Varsity, J.V.
Swimming (Girls)	Varsity, J.V.
Tennis (Boys)	Varsity, JV
Tennis (Girls)	Varsity, JV
Track and Field (Boys)	Varsity, JV
Track (Girls)	Varsity, JV
Volleyball (Girls)	Varsity, J.V., Frosh-Soph
Volleyball (Boys)	Varsity, J.V.
Water Polo (Boys)	Varsity, J.V.
Water Polo (Girls)	Varsity, J.V.
Wrestling (Student)	Varsity, J.V.
Wrestling (Girls)	Varsity, J.V.

Some MBL schools compete the following sport in the following outside supplemental leagues: Field Hockey (MTAL), Gymnastics (BVAL), Boys Lacrosse (MTAL).

Section B League Championships are awarded as long as there is one more school than half that participate in that sport.

Section C Movement Between Levels

Frosh, Frosh-Soph and JV players may move up to the next level at any time during the season. Also, downward movement is allowed at any time during the season due to no league championships at the lower levels.

NOTE: The contest limit applies to teams and individual players. If players move up or down, coaches are strongly urged to keep an accurate count of contacts to avoid going over the limit and having to possibly forfeit games.

ARTICLE 11 – SPORTSMANSHIP; PLAYER OR COACH EJECTIONS

Section A. Sportsmanship Policy

Each member school in the league shall adhere to the principles of Pursuing Victory With Honor as adopted by the State CIF. The league shall adopt and publish to its member schools a policy concerning sportsmanship and behavior at athletic contests. Each member school shall be responsible for implementing this policy at its contest sites.

Section B. Disqualification of a Player in any MBL Sport

1 First Ejection: Except in the sport of soccer, a player who is ejected for unsportsmanlike conduct by an official shall not participate any more in that game and in the next contest that his/her team plays, including a post season game. In the sport of soccer, a player who is ejected for unsportsmanlike conduct by an official shall not participate any more in that game and in the next TWO contests that his/her team plays, including a post season game.

If the contest from which the player was ejected is the last contest of the year for that team (all sports) or next to the last (soccer), the above-stated disqualification would carry over to that team's first (1st) regularly scheduled league contest(s) the following year.

Any such player who participates in the next contest(s) following his/her ejection will be treated as an ineligible player for that contest.

Second Ejection: In all sports, a second ejection will result in the player being dropped from the sport for the balance of the season and from any all-league awards.

2. A player who has been ejected then suspended for one or more games under this Article 11 shall, at a minimum, be subject to each of the following, with the school's administration adding any further sanctions that it deems appropriate:

- a. With respect to the contest from which the player is ejected:
 1. The player shall leave the team bench and be supervised at the venue by a responsible coach or administrator.
 2. In the event it is not possible to have a coach, administrator or their designee available to supervise the player, the coach shall:
 - a. Have the player sit on the bench in a designated spot. If a bench is not available, the coach shall designate a spot on the field/court where the player shall remain until the contest is over.

- b. Be held directly responsible for the player's conduct while on the bench or bus.
- 3. The player shall not initiate any communication with the coach nor be in communication in any way with teammates.
- b. With respect to the contests from which suspended, the player shall not dress in uniform at said contests. Any other consequences (such as travel with team, presence at contest venue, and communication with teammates and coaches), shall be at the discretion of the player's school.
- c. Prior to returning to competition after serving the suspension(s), the player:
 - 1. Shall take and complete successfully the Sportsmanship Course offered on-line by the National Federation of High Schools (www.nfhslearn.com)
 - 2. Shall write a letter of apology to the opposing school with which the ejection occurred and shall read a letter of apology to his/her teammates, all if deemed appropriate by the athlete's school administration.
 - 3.

Section C

Disqualification of a Coach in any MBL Sport

- 1 Except in the sport of soccer, any coach ejected from an athletic contest shall also be suspended from the next contest in which his/her team competes. In the sport of soccer, any coach ejected from an athletic contest shall also be suspended from the next TWO contests in which his/her team competes.
- 2 A contest may be continued only if a certified coach is available. If a certified coach is not available, the contest is forfeited.
- 3 In all sports, any coach ejected from a second contest within the same season shall have his/her school notified, and the league shall recommend that this coach be removed from coaching the remainder of that season.
- 4 It shall be the responsibility of each coach to comply with all rules, regulations, and deadlines stipulated in these By-laws. Failure to do so will result in a letter to the coach with a copy to his/her principal.
5. If the contest from which the coach was ejected is the last contest of the year for that team (all sports) or next to the last (soccer), the above-stated disqualification would carry over to that team's first (1st) regularly scheduled league contests the following year.

Any such coach who participates in the next contest following his/her ejection will be treated as an ineligible player for that contest.

6. A coach who has been ejected then suspended for one or more games under this Article 11 shall, at a minimum, be subject to each of the following, with the school's administration adding any further sanctions that it deems appropriate:
 - a. With respect to the contest from which ejected, the coach:
 1. Shall leave the contest venue. Refusal to do so will result in a forfeit of the contest.
 2. Shall not be in communication in any way during the remainder of that contest with the coach replacing him/her nor with any player.
 - b. With respect to the contests from which suspended, the coach:
 1. Shall not sit on the team bench at said contests.
 2. Shall not travel with the team to said contests.
 3. Shall not be at the playing venue during said contests.
 4. Shall not be in communication in any way during said contests with the coach replacing him/her nor with any player.

- c. Prior to returning to competition after serving the suspension(s), the coach:
 1. Shall take and complete successfully the Sportsmanship Course offered on-line by the National Federation of High Schools (www.nfhslearn.com)
 2. Shall write and send a letter of apology to the opposing school with which the ejection occurred and/or to the Officials' association, and shall read a letter of apology to his/her own team, if deemed appropriate by the coach's school administration.

Section D **Appeal Process for a Player or Coach Ejection**

1. The writing and basis for the appeal shall be filed in writing with the League Commissioner by the Principal of the team on which the ejected player is a member. The appeal must be submitted to the League Commissioner within seventy-two (72) hours of the conclusion of the contest.
2. After hearing testimony from all involved and reviewing any material brought forward (videos, etc.), the Commissioner shall render a decision.
3. If the Commissioner's decision is appealed; the Commissioner shall convene a panel that will consist of two (2) administrators, and one (1) athletic director (excluding the school(s) involved to hear the appeal.) The decision of the panel is final.
4. If the League Commissioner is not available, the League President, or designee, shall convene the appeal panel.

Section E **Procedures and Sanctions for Unsportsmanlike Behavior**

Should any school identify unsportsmanlike behavior by another member school it has been the philosophy of the league to have it handled at the local school level if possible. The following process should be followed:

1. Every effort should be made to resolve the concern at the lowest level; that is, a contact should be made between coaches, Athletic Directors, Directors of Student Activities, Vice Principals, or Principals to articulate the concern. The school that is contacted about the violation has the responsibility to investigate and respond appropriately and to then inform the other school of the action taken.
2. If after step one is taken and the principal of the school initiating the complaint feels that the concern was not adequately responded to, then the principal should write a formal letter sharing his/her concern to the Commissioner and send a copy to the school accused of violating the sportsmanship code. It then becomes the responsibility of the league commissioner to facilitate an appropriate resolution.
3. Upon receipt of this letter it becomes the responsibility of the league commissioner to investigate the incident. If upon completion of his/her investigation, he/she feels that there has been a serious violation of the sportsmanship code, he/she may take one of the following actions:
 - a. report to the Board of Managers with a recommendation to send a letter of sanction to the violating school.
 - b. recommend to the Board that the school be placed on "notice" for a period of not more than one year; in this time period of not "more serious" offense of the sportsmanship code could result in further sanctions.
 - c. if the offending school is already on "notice," to recommend that a 3 member review board be established to review the incident and history of incidents to determine if further sanctions are warranted. This board should be comprised of Principals, Athletic Directors, or Vice Principals from schools uninvolved in the incident(s). This review board would be responsible for making a recommendation to the Board of Managers as to possible sanctions.

Section F **Sportsmanship, Taunting**

Unsportsmanlike behavior includes taunting, and taunting shall not be allowed by any of the member schools of the league.

Definition: Any actions or comments by coaches, players or spectators which are intended to bait, anger, embarrass, ridicule, or demean others, whether or not the deeds or words are vulgar or racist.

Included is conduct that berates, needles, intimidates, or threatens based on race, gender, ethnic origin, or background, and conduct that attacks religious beliefs, size, economic status, speech, family, special needs, or personal matters.

Examples of taunting that would lead to ejection include, but are not limited to, “trash talk”, physical intimidation outside the spirit of the game, references to sexual orientation, ethnic derogatory remarks, “in the face” confrontation by one player to another, standing over/straddling a tackled or fallen player.

Taunting in all sports is now a flagrant unsportsmanlike foul which results in the ejection of the participant from that day of competition, plus the next day of scheduled competition.

This rule addition reinforces the authority of site administrators of the Monterey Bay League to eject spectators.

Section G **Guidelines of Conduct at Athletic Contests**

1. Painted Faces (paint or symbols on face and/or body) shall not be allowed by any players, coaches, cheer and spirit leaders or spectators at any athletic contest.
2. Bandanas are not to be worn by players, coaches, cheer and spirit leaders in any sport.
3. Mechanical noise makers or amplifying devices are not allowed at any athletic contest.
4. Uniforms shall be worn during all competition. Changing of clothes should occur in appropriate changing areas as designated by the home site.

ARTICLE 12 - PROTESTS

Section A **Official Protest Procedures**

1. Formal protests must be lodged in accordance with the NFHS rules book for the applicable sport and may be filed with the Board of Managers for the following reasons:
 - a. Dangerous or sub-standard playing facilities.
 - b. Participation by an ineligible player.
 - c. Unprofessional conduct of coaches and other school personnel.
 - d. An official’s decision in which a rule has been misinterpreted or violated and if that misinterpretation or violation has a direct bearing on the outcome of the contest.
 1. It shall be incumbent upon the protesting coach to demonstrate that the alleged violation has directly affected the outcome.

For protest of an official’s decision to be valid, the following must have taken place: At the time of the alleged misinterpretation, the coach must notify the official that the contest is being played under protest.

Section B **Protests Concerning Player Eligibility**

1. A protest of the eligibility of any athlete shall be made in writing by a member administrator to the Commissioner and the President of the league, setting forth in detail the points protested.
2. The administrative representative of the school in which the protested athlete is enrolled shall submit to the Board of Managers, through the Commissioner, certified statements of the athlete’s eligibility. If such proof is not available and/or not produced, the athlete shall be declared ineligible.

Section C

Protests Concerning Officials

1. Protests relating to game or contest officials and their work or actions shall be in writing (within 5 calendar days) to the Commissioner and the President.
2. The protest shall be set forth in detail by the Principal (or the designated administrative representative) of the school concerned.
3. The Commissioner will study the facts of the case and recommend appropriate action concerning the protest to the Board of Managers for a final decision.
4. A protest concerning officiating will not be considered adequate cause for a rescheduling of a contest from which such a protest arose.

Section D

Protests Concerning School Students or Staff

1. A protest concerning students or staff of league member schools, in relation to the athletic program, shall only be made by the principal (or designated administrative representative) of the school concerned.
2. The protest setting forth the details of the case will be submitted in writing to the principal (or designated administrative representative) of the other school involved.
3. The Board of Managers will consider the problem and determine an appropriate course of action.

Section E

Recommendations, decisions, and actions by the Board of Managers in matters of protests shall be final unless an appeal is made by the principal (or designated administrative representative) of the school involved in the protest to the Board of Managers.

ARTICLE 13 - VIOLATIONS AND PENALTIES

Section A

Failure to send the *Principal's Certification of Eligibility* form to the Commissioner's office prior to the deadline shall result in a reminder letter to the Principal from the League Commissioner.

Section B

Sanctions and penalties regarding ineligible players are governed by CIF/CCS bylaws.

Section C

Illegal Number of Contests, Illegal Practices, and Ineligible Players: Matters of number of contests, practice limits and player eligibility are governed by State CIF and Central Coast Section by-laws.

ARTICLE 14 - LEAGUE REPRESENTATIVES

Section A

Responsibilities of Sport League Representatives

The Sport League Representative shall be a Varsity Head Coach, and he/she shall

1. Attend all CCS scheduled meetings for their sport.
2. Keep other coaches informed of CCS action and requirements, rules in the MBL constitution, all league selection process, post season honors, etc.
3. Serve as a liaison between the coaches and Athletic Directors.
4. Call one sports coaches meeting prior to the start of the sports season, and one meeting at the conclusion of the sports season.
5. Ensure that minutes of every meeting are kept by the Athletic Director representative and sent to the League Commissioner.
6. Keep win/loss records current.
7. Ensure the season summary form has been submitted to CCS for playoff consideration.

8. Attend and represent the best interests of all league schools at the CCS seeding meeting.
9. Attend and represent the MBL at the CCS post-season evaluation meeting and report back to the Commissioner.

Section B Responsibilities of the Athletic Director Representatives

1. Attend pre and post season coaches meeting as assigned by the League Commissioner.
2. Serve as a liaison between sport league representatives and the Athletic Directors.
3. Keep minutes of the coaches meetings and send a copy to the League Commissioner.
4. Report to the MBL Athletic Directors any changes requested by the sport.
5. Report to the MBL Board of Managers any changes requested by the sport.

ARTICLE 15 - AWARDS AND HONORS/ALL LEAGUE DEFINITION

Section A A suitable program and system for awards and honors for teams and individual athletes shall be developed and controlled by the Board of Managers.

Section B **All-League PATCHES** shall be awarded individuals placing in the Varsity league meets in numbers as follows for each division and each gender in each such sport:

Cross Country (Boys and Girls)	Top 7
Golf (Girls and Student)	Top 6
Swimming (Boys and Girls)	21 (winner in each event)
Tennis (Boys and Girls) (Singles and Doubles Finalists)	6 (Singles and Doubles)
Track (Boys and Girls)	22 (winner in each event)
Wrestling (Student)	14 (winner in each weight class)

Ties should be resolved in a manner acceptable in that sport whenever possible. For any ties that cannot be resolved, the persons tied should receive the same award as if there was not a tie.

Section C **All-League PATCHES** for Varsity team sports are awarded in numbers as follows for each division and each gender in each such sport:

Baseball	15
Basketball (Boys and Girls)	8
Field Hockey	16
Football	30
Soccer (Boys and Girls)	16
Softball	15
Volleyball (Girls)	11
Volleyball (Boys)	11 if divisions, 15 if one big league
Water Polo (Boys and Girls)	15

Section D **Championship certificates** shall be awarded to each member of a Varsity championship team in all recognized sports (Article 10, Section B). Where such championships are determined by Division, each member of each Division champion shall receive such certificate.

- Section E** **Second Team All-league Certificates** shall be awarded by sport, division and gender in the same numbers as are set forth for the All-League awards in Section B and Section C above.
- Section F** **Ribbons** shall be awarded those individuals placing first in the JV/FS league meets in the following sports: Cross Country (Girls and Boys), Swimming and Diving (Girls and Boys); Track and Field (Girls and Boys), and Wrestling (Student). There shall be no other ribbons provided by the league.
- Section G** **Sportsmanship Certificates.** Each school in each division and gender in each sport shall be awarded one Monterey Bay League Sportsmanship Certificate for that school to give to one of its own athletes competing in the sport in question.
- Section H** **Definition of All-League Players**
- An all-league representative is a player who possesses the skill factors and the personal characteristics which permit the player to excel as a competitor. The final team standing of the player may not be a consideration, though the process used for selection may allocate numbers based on final team league standings. The player's position may be, but not necessarily be, a consideration.
- Section I** **Selection Criteria for Team Sport All-League Players**
- The selection of all league players for each sport shall be based on the following criteria:
1. General ability.
 2. Consistency of performance throughout league play.
 3. Adherence to CIF Code of Ethics and MBL Player's Code of Sportsmanship with specific emphasis on: a. respect for opponents, b. exercise self-control accepting official's judgments and interpretations, c. exhibit sportsmanlike behavior at all times.
- Section J** **Accountability of Coaches**
- The coaches of each sport involved in the selection process shall be held accountable to follow the aforementioned criteria as well as the following selection procedures.
- Section K** **Selection Procedure**
- At their pre-season meeting each year, the coaches for each sport shall determine and put in writing the method by which the recipients of the All-League team awards for that sport will be chosen at the end of that season. This method may change from year to year, but the year end process shall follow that set at the pre-season meeting. The results of the All-League selection shall be sent to the League Commissioner by the AD representative immediately after the selection meeting, and League Commissioner shall be the only one releasing vote results to the media. [Added April 2013].

ARTICLE 16 - TIE BREAKING SYSTEM

- Section A** This tie breaking rules set forth in this Article shall apply to all MBL sports, unless the sports specific by-law provides otherwise.
- Section B** Championship and final standings in all sports shall be determined on the basis of the *win/loss/tie* record in MBL round robin competition unless otherwise stipulated under the sport specific by-laws.
- 1 Ties are to be declared ½ game won and ½ game lost in the determination of league standing of all sports (Soccer by-laws support the International Scoring System)**Section B** If two

or more teams tie for first place in the final league standings, they shall be declared Co-Champions.

Section C

The Champion will receive the automatic playoff berth if only one berth is available. If two berths are available, the first and second place finishers in the final league standings shall receive the two automatic playoff berths.

Section D

Playoff Determination – Automatic Berths, Co-Champions

- 1 When a Co-Championship is declared, both teams shall secure automatic playoff berths if two such spots are available.
- 2 If only one automatic playoff berth is available, it shall be determined by the following factors, applied in order until the tie is broken:
 - a The winner of head-to-head competition during regular MBL league contests.
 - b Comparison of the head-to-head record with each league-mate finishing below co-champions in numerical order in final league standings (compare one team at a time). The team with the poorer record in head-to-head comparison shall be declared the number two team and the other team shall be declared the number one.
 - c For all sports using CCS points for seeding purposes, the team with the highest number of CCS points for seeding purposes shall be declared the Number One team, and the other team shall be declared the Number Two team.
 - d Coin Flip to be done by the League Commissioner.

Section E

Playoff Determination – Automatic Berths, Tri-Champions

- 1 When a Tri-Championship is declared, automatic playoff berths shall be determined by the following factors, applied in order until the tie is broken:
 - a The winner of head-to-head competition during regular MBL league contests. The team, if any, with the best record against the other two shall be declared the No. 1 Automatic Qualifier. The team, if any, with the worst record against the other two shall be declared No. 3. If still ties, then to subparagraph b. below.
 - b Comparison of the head-to-head record with each league-mate finishing below tri-champions in numerical order in final league standings (compare one team at a time). The team with the poorer record in head-to-head comparison shall be declared the number three team and the next team shall be declared the number two team, and the last team shall be declared the number one.
 - c For all sports using CCS points for seeding purposes, the team with the highest number of CCS points for seeding purposes shall be declared the Number One team, and the team with the second highest number of CCS points shall be declared the Number Two team, and the other team will be the Number Three team.
 - d Blind Draw done by the League Commissioner.

Section F

Playoff Determination – Automatic Berth, Tie for Second or Third

1. If a second or third automatic berth is available, and there is a tie for that spot, it shall be determined by the following factors, applied in order until the tie is broken:
 - a The winner of head-to-head competition (during MBL contests)

- b. Comparison of head-to-head record versus each team finishing above the tied teams in the final league standings, beginning with the MBL champion and continuing down the standings with any other team(s) finishing above the tied teams until the tie is broken. The team with the poorer record in any such comparison shall lose the tie breaker to the team with the better record. If still a tie, go to subsection c. immediately below to continue process.
- c. Comparison of the head-to-head record with each league-mate finishing below tied teams in numerical order in final league standings (compare one team at a time). The team with the poorer record in this head-to-head comparison shall be declared the number three team and the other team shall be declared the number two team and receive the automatic playoff berth.
- d. The team who most recently represented the MBL in the playoffs shall be declared the number three team and the other team shall be declared the number two and receive the second automatic playoff berth.
 - i Both teams must have been a member of the MBL for a minimum of the two previous seasons for by-law Section F.1.d to be a determining factor.
- e. For all sports using CCS points for seeding purposes, the team with the highest number of CCS points for seeding purposes shall be declared the Number Two team, and the other team shall be declared the Number Three team.
- f. Coin Flip done by the League Commissioner.

Section G

At Large Entries to CCS Playoffs

For sports where CCS playoff points are used for seeding, teams from the MBL applying for the CCS Playoffs on an “At-Large” basis will be seeded into the tournament based on CCS playoff points without regard to league ranking. If there are teams tied in CCS playoff points the ties will be broken using the tiebreakers stated above beginning with head-to-head competition.

ARTICLE 17 - SCHOOL COLORS

Official colors for shirts and jerseys of league school teams shall be one or a combination of colors designated below for each school:

Alisal	Forest Green, Black & White
Christopher	Black, Vegas Gold and Teal
Everett Alvarez	Navy Blue & Vegas Gold
Gilroy	Blue, White, & Gold
Monterey	Green & Gold
Monte Vista Christian	Royal Blue, White and Black
North Monterey Co	Black, Silver, and White
North Salinas	Crimson, Columbia Blue, & White
Notre Dame	Navy & White
Pajaro Valley	Green, Silver and Black
Palma	Red & Gold
Salinas	Purple, Gold, & White
San Benito	Red & White
Seaside	Red, Black and White
Watsonville	Black and Gold

ARTICLE 18 – CONTEST ADMISSION RATES

Section A **School League Contests:** If a school chooses to charge entry for an MBL League contest, the following fees are the fees that shall be charged by the school for MBL League contests:

Category A: Football (those 1, 2 or 3 games that include Varsity Football as well as all Football Jamborees)

Adults and Students without Student ID	\$8.00
Seniors (ages 62 and over) and Students with Middle or HS ID	\$5.00
Children ages 7-12	\$3.00
Children ages 6 and under	\$FREE

Category B: Basketball, Wrestling, Volleyball, and Lower Level Football only (as well as league events set forth in Section B below)

Adults and Students without Student ID	\$5.00
Seniors (ages 62 and over) and Students with Middle or HS ID	\$3.00
Children ages 7-12	\$2.00
Children ages 6 and under	\$FREE

Category C: Any and all other sports for which a school charges.

Adults and Students without Student ID	\$4.00
Seniors (ages 62 and over) and Students with Middle or HS ID	\$2.00
Children ages 7-12	\$2.00
Children ages 6 and under	\$FREE

Section B **League Trials and Finals:** Category B ticket prices above shall be used for all of the following:

- a. MBL Water Polo Tournament
- b. MBL Novice Wrestling Tournament
- c. MBL Wrestling Trials and Finals
- d. MBL Swimming Finals
- e. MBL Track and Field Trials and Finals
- f. MBL Boys Volleyball Tournament

Section C Cheerleaders, song leaders, and majorettes of a visiting school, when in uniform, shall be admitted free. Band members will be admitted upon proper I.D. by advisors.

Section D If a league school wishes to request a donation for parking, a maximum fee of \$5.00 can be requested.

Section E **League Sanctioned Jamborees:** For all league sanctioned Jamborees where tickets are sold, the Gate Receipts, after costs are deducted, are to be split among the schools participating in that particular Jamboree. [Added Oct 2013]

ARTICLE 19 - PASSES

Section A Thirty-five cross league Southern Conference passes shall be issued annually to each member school by the Commissioner. Cross league passes permit the bearer, plus one guest, to be admitted.

Section B **Staff ID cards.** All host schools shall honor staff ID cards of the visiting school or schools participating in the contest in question. The term “staff” is meant to include

certificated and classified personnel working directly with that high school. The pass entitles the bearer and one guest to admission to an athletic contest in which that school is participating.

ARTICLE 20 - LEAGUE SCHEDULES: ADOPTION, POSTPONEMENT, CHANGES

- Section A** Proposed schedules for the following year in each sport shall be presented annually to the Board of Managers by the Commissioner. The schedule shall include the following information: starting times, practice starting dates, revision date, adoption date, AD rep, Coaches rep, and CCS playoff dates.
- Section B** Schedules become official when approved by the Board of Managers.
- Section C** Member schools are obligated to compete at the time, place, and on the date published in the official MBL schedule.
- Section D** The time and/or date of an officially scheduled contest may be changed by mutual agreement of the two principals involved provided the League Commissioner is notified in time to make changes in the officials' assignments.
- Section E** When weather conditions or other situations warrant the immediate cancellation or postponement of an athletic contest, the principal/designee of the host school or his/her representative shall be responsible for informing contest officials directly. Should officials arrive to work contest, not having been informed, the host school is obligated to pay them half fees and full travel allowance.
- Section F** Dates for rescheduling of postponement games are to be mutually arranged by the schools involved. If schools are unable to agree on a make-up date, the Commissioner is authorized to set the date for the contest.
- Section G** League Scheduling. The League Commissioner shall be responsible for preparing league schedules.
- Section H** League Sanctioned Jamborees shall appear, when possible on the official and approved league schedule for the sport in question. **The league shall not sanction any Jamboree hosted by an entity outside of the league. [Added October 2012]**

ARTICLE 21 - GAME MANAGEMENT

- Section A** The Administration of the host school is responsible for preliminary arrangement for the seating and handling of visiting rooters.
- Section B** The host site shall coordinate facilities, tickets, refreshments, and management of league sanctioned events.
- Section C** By September 15 each year, each school in the MBL shall send to all other MBL schools (with a copy to the League Commissioner) its Game Management Plan for the sports that it will compete in that school year then beginning.
- Section D** Responsibility for supervision of athletic events shall be as follows:

Football

Home School: Provide an administrator in charge of the event.

Visiting School: Provide an administrator to supervise their students, to arrive no later than 45 minutes prior to the Varsity Contest.

Note: Administrators are to meet behind the home school's bench prior to the start of the Varsity game.

Basketball/Soccer - Boys and Girls

Home School: Provide an administrator in charge of event.

Visiting School: Provide an administrator to supervise at **Boys Basketball** Games, to arrive no later than 30 minutes prior to the Varsity contest with Administrators to meet at the scorer's table prior to the start of the Varsity contest.

Provide an administrator to supervise at **Boys Soccer** Games, to arrive no later than 30 minutes prior to the Varsity contest if back to back games, and no later than 15 minutes before contest start time if side by side games.

Volleyball/Wrestling

Home School: Provide an administrator or his designee to be in charge of the event. This person is to identify himself/herself to the head coach of the visiting school.

All Other Sports Assigned by the home school on needs basis.

Section E Mechanical noise makers and amplifying devices are not allowed at any athletic contest at a league school.

ARTICLE 22 – MUSIC AT CONTESTS

Section A With the exception of the National Anthem, official school songs, and music accompanying cheer routines, no Monterey Bay League school shall allow pre-recorded music with lyrics to be played at any athletic contest hosted by that school, including both league and non-league contests.

ARTICLE 23 - BANDS

Section A **Football Band Shows**

1. Pre-game - field cleared three minutes prior to Varsity game for the National Anthem played by one or both bands.
2. Half-time - fifteen minutes when either one or two band are in attendance. If there is a special event at half-time, such as the homecoming, the band directors will mutually agree on the half-time show prior to the game.
3. No band will play during play of teams.

Section B **Bands at Basketball Games**

1. Only one band (designated by the home team) shall be allowed.
2. The band may play at the following time only:
 - a. Prior to the first quarter.
 - b. Between quarters.
 - c. At half-time.
 - d. Between games.

- e. Time-outs.
- 3. The band is to be located away from and not directly behind the players' benches.
- 4. Band number shall be limited to 16 players.

ARTICLE 24 - OFFICIAL RULES FOR SPORTS

Section A The National Federation High School Rule Book will be used for all sports except tennis, golf, and badminton.

ARTICLE 25 – SCOUTING/USE OF VIDEO

Section A Video taping devices of any kind shall not be used for coaching or review during any contest, unless otherwise specifically authorized by the NFHS rules for that sport.

Section B Filming of another team's practice session is prohibited.

Section C Video taping, exchange or receiving of tape of any contest is expected.

ARTICLE 26 - SPORTS SEASONS - START OF PRACTICE, TOURNAMENT AND CONTEST LIMITATIONS

Section A Unless otherwise stated with respect to a specific sport elsewhere in these by-laws, the league shall follow the provisions of the Central Coast Section By-laws, Article V, regarding all of the following matters with respect to all sports: definition of sports season; start dates for practice/scrimmage/contests; numbers of contests; tournament definition and sanctioning; and definitions and limitations regarding practices, scrimmages, faculty/student games, alumni games and jamborees.

ARTICLE 27 --COMPETITION IN DIVISIONS

Section A When there are more than 11 league schools participating in a particular league sport, the league shall be broken into 2 divisions: The MBL-GABILAN and the MBL-PACIFIC.

Section B The placement of teams in a division shall be done on a sport by sport basis with the most competitive schools in that sport to be placed in the MBL-GABILAN, and the others in the MBL-PACIFIC.

Section C The division placement decisions shall be made and reviewed each year, with final decisions to be made by the league Board of Managers after input from coaches and Athletic Directors. The details of this process shall be placed in writing and shall be administered by the League Commissioner through the Athletic Directors.

END OF DOCUMENT.