

**Arrowhead League
Constitution and By-Laws
Approved August 22, 2018**

Article I Name

This league shall be known as the Arrowhead League of the California Interscholastic Federation, Southern Section.

Article II Purpose

The purpose of this league is to organize, promote, and direct a program of interscholastic athletics that will be in harmony with and contribute to the educational philosophy of member schools, and through the observance of good standards of sportsmanship, to cultivate cordial and friendly relations among member schools.

- A. To actively work to demonstrate the goals of *Pursuing Victory with Honor* in all athletic contests, and to abide by and uphold CIF SS and State Guidelines regulations.

Article III Members

Member Schools of the Arrowhead League as of August 22, 2018 are:

CSDR – California School of the Deaf Riverside

California Lutheran

Hamilton

La Sierra Academy

Sherman Indian

United Christian

Article IV Membership

A. Procedure for Entry into the Arrowhead League

- a. Application must be submitted to the league president in writing.

- 1. Application should include:

- a. Clear definition of applicant's participation in each sport.
- b. Philosophy of applicant's educational program.
- c. Student enrollment patterns: past, present, future.
- d. Agreement to be a member and abide by all CIF regulations and Arrowhead Constitution and By-Laws.
- e. Available athletic facilities of applicant school.
- f. Probable times for athletic contests.
- g. Signature of athletic director and school administrator.

- 2. Public phase of application

- a. Applicant's request will be formally presented to the league membership at a regularly scheduled meeting. The applicant school may have representation at the meeting to field any questions from the floor.

3. Voting
 - a. Voting will take place without the applicant school representatives present.
 - b. Voting may be held by secret ballot.
 - c. Vote to accept must be unanimous.
 - d. One vote per member school. An administrator must cast vote.
4. Follow-up
 - a. It will be the responsibility of the league president and league secretary to communicate, by official letter, the results of the vote to the applicant school within 48 hours.

B. Release from Arrowhead League membership

- a. Request for release from membership
 1. Criteria for release
 - a. If the school does not wish to field teams in all sports of the league.
 - b. If the school is moving to a new geographical location.
 - c. If the school feels it cannot compete with the other member schools.
 - d. If the school does not wish to develop excellence in its program.
 2. Request to be released
 - a. Shall be submitted in writing to the league president no less than two weeks prior to a regular meeting.
 3. Voting
 - a. Application to be released will be granted with a 2/3 majority vote of the administrators of the league membership.
- b. Exclusion of a Member School

Note: At some time it may be necessary to exclude a member school from the Arrowhead League. This is an absolute last resort procedure and must have specific Guidelines to prevent "personalities" from ganging up on one school.

1. Possible reasons for exclusion
 - a. Consistent Breaking of the rules established by the CIF.
 - b. Constant breaking of the rules established by the Arrowhead League Constitution and its By-Laws.
 - c. An incompatible Philosophy of education and/or athletic programs compared to other member schools.
2. Voting to exclude a member school
 - a. Voting must be unanimous by the administrations of all other member schools. The school in question will not have a vote.

C. Associate membership may be granted to other schools for participation in one or more sports. A written request must be submitted to the president of the league. Such membership must be approved each year by a two-thirds majority vote of the participating league members. The membership fee will be charged for every sport they play.

Article V **Officers**

Section 1 The officers of the league shall consist of a president, secretary, treasurer, CIF Representative, and a league coordinator.

Section 2 The President of the league shall:

- a. Be an administrator of a member school.
- b. Direct the league in fulfillment of league duties as described in CIF Southern Section By-Laws, Sections 130-137.
- c. Serve as representative of the league to all outside individuals and groups.
- d. Arbitrate disputes and protests.
- e. Conduct all regularly scheduled Arrowhead League meetings.
- f. Call any special meetings of the Arrowhead League as needed.

Section 3 The CIF League Representative and compliance officer shall fulfill the responsibilities as listed in the Blue Book, Southern Section By-Laws, and sections 110-117.

Section 4 The Treasurer shall:

- a. Handle league funds according to league direction and present a financial report when needed.
- b. Prepare a budget for the forthcoming year and present it at the last regular meeting of the school year.
- c. Preside over split meetings.

Section 5 The Secretary shall:

- a. Keep accurate minutes of league meetings.
- b. Preside in the absence of the president.
- c. Maintain an up-to-date copy of the league constitution and by-laws.
- d. Maintain a record of league minutes, final league standings in each sport all-league selections in each sport, and other appropriate league material.

Section 6 The League Coordinator shall:

- a. Submit league standings for publication each week (Max Preps, CIF Home).
- b. Serve as league statistician, collecting scores and necessary information from member schools.
- c. Create all league schedules and submit for approval by the membership.
- d. Report Arrowhead League playoff participants to the CIF at the end of each sport season.
- e. Maintain registration with CIF to update user settings.

All Arrowhead League schools must have league game results posted on Maxpreps.com

and CIF Home by 12:00 PM (noon) on the final day of competition in the regular season. A failure to do so may forfeit the team's future entry position in the CIF-SS playoffs.

Article VI Meetings

Section 1 There shall be at least four meetings of the league in each school year. The first shall be in August, the second after the Fall season, the third after the Winter season, and the fourth after the Spring season.

Section 2 The president may call a Special meeting at any time.

Section 3 Each member school is entitled to one vote. The principal or athletic director shall be the voting member.

Section 4 The place of the meeting shall rotate or shall be in an agreeable central location.

Section 5 Any school official or coach is privileged to attend any league meeting.

Article VII Duties of Member Schools

Section 1

- a. Each member school must comply with all rules and regulations of the California Interscholastic Federation, Southern Section.
- b. Each school shall be responsible for seeing that only eligible players as outlined in the CIF Blue Book be allowed to compete in any contest or event.
- c. Each school shall have a qualified timer at all football and basketball games. This person shall be responsible for seeing that all matters pertaining to the timing and scoring of league contests is carried out in an ethical manner.
- d. Each school is responsible for seeing that the league schedule in which it has agreed to participate is followed.
- e. All member schools must provide registered CIF officials for all league games.
- f. Based upon the code of ethics that is endorsed by the CIF and the Arrowhead League, it is the responsibility of the administration of each school to encourage good sportsmanship and to correct any situation otherwise. This is understood to be a fundamental rule of the Arrowhead League.

Article VIII Penalties for Failure to comply with League Regulations

Section 1 Any school knowingly or unknowingly playing an ineligible player may be suspended

from the league. Any contest in which an ineligible player is used shall be forfeited.

Section 2 Unless 48 hour notice has been given, any school that fails to appear for a regular scheduled contest shall pay for the officials.

Section 3 The league shall have the authority to suspend a school from membership at any time and for such a period as the league deems advisable and for any such cause which, in the opinion of the league, is for the best interest of the league members. A majority vote of the league members present at any regularly called meeting or any special meeting shall be sufficient to make the suspension effective.

Section 4 Suspension may include one or more of the following as determined by the league at the time of suspension:

- a. Forfeiture of league games.
- b. Loss of voting privileges.
- c. Loss of championship privileges.
- d. Loss of all-league privileges.
- e. Any other action the league deems appropriate.

Article IX Vacancies

Any vacancy in elective offices of the league that may occur during the school year shall be filled at the next league meeting.

Article X Quorum

Two-thirds of the member schools shall constitute a quorum. Only the schools fielding a team shall have a vote on sport specific issues.

Article XI Amendments and By-Laws

Section 1 This constitution may be amended by a two-thirds vote of the member schools present at any regular or special meeting not less than two weeks after the proposed amendment was presented in writing to all member schools.

Section 2 This constitution may be amended at any regular meeting by a unanimous vote of all members present when the proposed amendment was not presented at least two weeks to such a regular meeting.

Section 3 By-laws to this constitution may be enacted by simple majority vote of members

present at any meeting provided there is a quorum.

Article XII Protests

Section 1 A protest must be filed in writing by a member of the administration of the protesting school. The protest must be directed to the league president and compliance officer not later than five school days after the cause for the protest is discovered. Before the filing, the principal of the protesting school shall notify the principal of the opposing school of the action to be taken and shall file with the principal a written statement of the points upon the protest is based. Every effort must be made to settle the protest at the administrative level. Failure to follow the aforementioned procedure shall nullify the protest.

Section 2 No protest of game rule interpretation will be accepted for review unless it is indicated that the game officials and opposing coach were notified that the remainder of the game was being played under protest as pertains to the rules of that particular sport. (Before the next pitch, serve, etc.)

Section 3 Upon receipt of the protest the league president and compliance officer shall investigate the protest. Such an investigation shall include communication with all involved parties. The league representative will then secure an official opinion from the area commissioner. If this procedure does not satisfy both parties then the president shall call a special meeting of the member school principals to vote on the matter. Majority vote will decide.

Section 4 Decisions based upon the judgement of the officials is not subject to protest.

Section 5 A \$25.00 fee shall accompany any protest to go into the league treasury in the event that the protest is not upheld.

Article XIII All-Arrowhead League Teams

- A. The All-League team shall be selected at the meeting of the League, which immediately follows each sport.
- B. The following guidelines have been adopted by the League for All-League determination:

| SPORT | | FINISH OF SCHOOL IN THE STANDINGS AT LARGE | | | | | | | | TOTAL | | |
|------------|--------------------|--------------------------------------------|---|---|---|---|-------------|---|---|-------|----|----|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | | | |
| Football | (1 st) | 5 | 4 | 3 | 2 | 2 | NO FOOTBALL | | | 2 | 18 | |
| | (2 nd) | 4 | 4 | 3 | 2 | 2 | | | | 1 | 16 | |
| Volleyball | (1 st) | 3 | 2 | 2 | 1 | 1 | | | | 1 | 10 | |
| | (2 nd) | 1 | 1 | 1 | 1 | 1 | 1 | | | | 1 | 7 |
| Basketball | (1 st) | 3 | 2 | 2 | 1 | 1 | | | | 1 | 10 | |
| | (2 nd) | 1 | 1 | 1 | 1 | 1 | 1 | | | | 2 | 8 |
| Soccer | (1 st) | 4 | 3 | 2 | 1 | 1 | 1 | | | | 1 | 13 |
| | (2 nd) | 3 | 2 | 2 | 1 | 1 | 1 | | | | 1 | 11 |
| Baseball | (1 st) | 3 | 2 | 2 | 2 | 1 | 1 | | | | 1 | 12 |
| | (2 nd) | 2 | 2 | 2 | 1 | 1 | 1 | | | | 2 | 11 |

| | | | | | | | | | |
|-----------------|-------------------------|----------|----------|----------|----------|----------|----------|----------|-----------|
| Softball | (1st) | 3 | 2 | 2 | 2 | 1 | 1 | 1 | 12 |
| | (2nd) | 2 | 2 | 2 | 1 | 1 | 1 | 2 | 11 |

Section 1 A coach may choose not to take all his/her guaranteed allotments because another school's player is more qualified.

Section 2 The MVP Award is to be included within that team's guaranteed allotments along with the Offensive and Defensive Player awards.

Section 3 All individual statistics need to be entered into Maxpreps.com by the final Friday of the league Season in order for a player to be eligible for voting awards (MVP, Offensive POY, Defensive POY, and at large). This rule is in effect for all sports that Maxpreps covers.

Section 4 Co-champions must use the tiebreaker system to determine the #1 and #2 allotments. No Co-Awards should be given (MVP, Coach, Sportsmanship).

Section 5 Each sport shall have a Most Valuable Player of the League elected by a vote of the coaches sport or the Athletic director as his/her representative.

Section 6 Coach of the Year will be chosen for each sport by a vote of the coaches or Athletic Directors. These criteria should be considered in voting for each coach of the year. *They are numbered according to priority.* 1. League record, 2. Improvement of team and program, 3. Sense of fair play and sportsmanship.

Section 7 Coaches shall nominate their players for All-League, but, **No** coach is allowed to vote for his/her own athlete. This also pertains to voting for yourself as Coach of the Year and voting for your school for the Sportsmanship Award.

Section 8 A Female and a Male Athlete of the Year will be chosen in the spring business meeting. Nominees should have participated in multiple sports to be considered. Coaches may provide statistical and other pertinent information, but voting will be done by each school's administration.

Article IVX Arrowhead League Tie Breaker

To determine which school will represent the Arrowhead League in playoffs in the event of a tie, the following guidelines have been established:

1. In Football – Head-to-head competition shall determine the playoff team.
 - a. More than two teams are tied –
 1. League records between the top 3 teams only will be used.
 2. Based on head-to-head competition, the team allowing the fewest points will receive position #1. This will continue in similar fashion for the remaining two teams.

With regards to all-league picks and ties, the top 3 teams will split the votes equally among themselves.
2. In all other sports, the following sequence will be followed:
 - a. Head-to-head records.
 - b. Winner of second round (head-to-head match-up).
 - c. Record against league teams who finished higher in final standings.
 - d. Best record in league during the second round of the league season.

Arrowhead League By-Laws

1. Financial Policies
 - a. Admission charges to athletic events are expected to be reasonable.
 - b. Official Arrowhead League passes must be honored at all Arrowhead League sponsored events, including tournaments.
2. Contest Regulations
 - a. Football
 1. The home team is requested to furnish a qualified medical person for all home games.
 2. CIF tiebreaker rules will be used to break all game ties.
 3. The home team shall provide equal filming opportunities.
 4. Facilities and Equipment – every effort should be made to provide adequate facilities and equipment that meet CIF guidelines.
 - b. Volleyball
 1. Varsity matches will be 3 out of 5 games. JV matches will be 2 out 3 games.
2. Facilities and Equipment - every effort should be made to provide adequate playing Facilities that that meet CIF guidelines. Indoor facilities are required.
 - c. Basketball
 1. Facilities and Equipment – every effort should be made to provide adequate facilities and equipment that meet CIF guidelines. It is recommended that:
 - a. A visible score clock be present for all games.
 - b. A visible shot clock be present for all games.
 - c. The playing surface be cleaned prior to the beginning of each game.
 2. Game Personnel
 - a. Every effort should be made to secure certified game personnel for every contest.
 - b. At least one adult be at the scorer’s table to operate the clock and supervise the scoreboard and scorebook personnel.

c. Home and visiting bookkeepers should sit together at the table.

d. Baseball / Softball

1. Facilities and Equipment – every effort should be made to provide adequate playing facilities that meet CIF guidelines.
2. Two CIF approved officials are to be requested for each varsity contest.
3. The 10-run rule will be in effect for league games unless opposing coaches agree to waive the rule for their contest.
4. The courtesy runner may be used for the pitcher and/or catcher after two outs if agreed to by both coaches.
5. Ties shall be played to a completed game when ever possible.
6. NO games should begin before 2:00 pm unless the visiting team agrees to an earlier start.

e. Cross Country

1. Schedule: The Arrowhead league will run cluster meets with every school competing and scoring. The league finals will be on the Wednesday 3 weeks before the Thanksgiving Holidays (3 weeks before the California State Meet) at a site that will rotate from year to year among the schools who wish to host it.
2. Team Champion: The Arrowhead League champion will be determined by a combination of the cluster meets (50%) and the league finals (50%). Each school will receive 1 point for each team finished ahead of in each cluster meet and 2 points for each team finished ahead of in the finals. If there is a tie, the teams will be co-champions with the higher finish in the finals receiving the higher seed into the CIF-SS preliminaries meet.
3. Individual Champion and All-Arrowhead League: The top finisher at league finals will be the league individual champion. The top 14 finishers at league finals will be All-Arrowhead League (places 1 to 7 are 1st team; places 8 to 14 are second team).
4. League Most Valuable and Coach of the year: The League's most valuable runner will be voted on by the coaches at the conclusion of the league finals considering the cluster meets and league finals finish. "Coach of the Year" will be voted on by coaches at the conclusion of league finals. Coaches may not vote for their own athletes or themselves.

f. Soccer

1. Facilities and Equipment - every effort should be made to provide adequate playing facilities that meet CIF guidelines.

g. Wrestling

1. Facilities and Equipment – every effort should be made to provide adequate playing facilities that meet CIF guidelines. It is recommended that:
 - a. A visible score board be present for all matches.
 - b. The wrestling surface be disinfected prior to all matches.

3. Game Conduct
 - a. Each school is to display conduct, which should indicate that they support the Victory With Honor program provided by CIF. All member schools are to demonstrate in their interaction with other schools a sense of morality, sportsmanship, and fair play. This would include players, fans, game personnel, etc.
 - b. During the course of the game each coach is responsible for his/her team's conduct. It is up to each individual coach to instill any discipline to a player that he/she sees necessary at the moment when a player's conduct doesn't fall under the guidelines of the By-Laws.

4. Awards
 - a. Types of Awards
 1. Champion Patches
 2. Athlete of the Year Patch (Male/Female)
 3. Sportsmanship Award (Per Sport)

5. Procedures for Handling Conflicts Between Member Schools
 - Step 1. Schools in conflict shall attempt to work out difficulties directly and in a spirit of forgiveness. Since both sides feel right, a spirit of giving and forgiving is in order.
 - Step 2. If it is necessary, each school's administration should get involved. Deal with the problem face-to-face whenever possible.
 - Step 3. If it is still necessary, involve the league president. Arrange a meeting as soon as possible for both sides and the president. Both schools should agree to use the league president as a negotiator first, then an arbitrator.
 - Step 4. If the problem is still unresolved, both schools must present their case in public to the member schools of the league at a regular or special meeting. The league schools shall vote on a resolution that will be accepted by both sides.

Note: It is highly recommended and encouraged to avoid discussing the issue of conflict with other league schools until it gets to Step 4. This will help avoid a greater division among league members.

**Arrowhead League
ALL-League Voting Form**

This sheet explains the protocol for all Arrowhead League team sports. Please follow the list in order.

All individual votes use **LEAGUE STATS ONLY**. Do not use overall stats to determine any voting awards.

1. Vote for League MVP

Name: _____ School: _____

2. Vote for Offensive Player of the Year

Name: _____ School: _____

3. Vote for Defensive Player of the Year

Name: _____ School: _____

4. List the names of all 1st team automatics by what place your team finished. A coach may choose not to take all of his/her guaranteed allotments because another school's player is more qualified.

5. Vote for AT LARGE on 1st Team – USE ONLY LEAGUE STATS!

6. List the names of all 2nd team automatics by what place your team finished. A coach may choose

Not to take all of his/her guaranteed allotments because another school's player is more qualified.

7. **Vote for AT LARGE on 2nd Team – USE ONLY LEAGUE STATS!**

8. **Vote for Coach of the Year.** This criterion should be considered in voting for the Coach of the Year. They are numbered in order of priority: 1) League Record, 2) Improvement of team and program, 3) sense of fair play and sportsmanship.

Name: _____ School: _____

9. **Vote for Sportsmanship Award**

a. This award should use the 6 Pillars of Character for its criterion. They are trustworthiness, respect, responsibility, fairness, caring, and citizenship.

School: _____

Thank you for all your efforts this past season.

You as coaches are a direct reflection of not only your school, but also the Arrowhead League.

*Thank you for using athletics as a way to build character and display the importance of
SPORTSMANSHIP!*