

CONSTITUTION OF
THE MONTICELLO EMPIRE LEAGUE OF
THE SAC-JOQUIN SECTION OF
THE CALIFORNIA INTERSCHOLASTIC FEDERATION

Last Update: February 20, 2012

- ARTICLE I: NAME AND PURPOSE**
- Section I: This organization shall be known as the Monticello Empire League Administration of the Sac-Joaquin Section of the California Interscholastic Federation.
- Section II: The purpose of this organization is:
- A) To direct, coordinate, and control board approved athletic and other activities
 - B) To assume the responsibilities for administration and supervision of all activities concerned.
 - C) To cultivate and foster, by observations of good-standards of sportsmanship and exchange of ideas, more cordial and friendly relations among school.
- ARTICLE II: MEMBERSHIP**
- Section I: The Monticello Empire League membership will include those schools identified to be in the league by the Sac-Joaquin Section of the California Interscholastic Federation.
- Section II: The Monticello Empire League will consist of six (6) schools beginning in the school year 2003-2004.
- ARTICLE III: REPRESENTATION**
- Section I: Each school shall be represented by the principal, or his representative, and the athletic director(s). Each school shall have one vote. All representatives shall have the right to bring motions to the floor, make seconds, and to take part in discussions and debates.
- Section II: A new school will be permitted to vote at the first league meeting after it has been assigned by the Board of Managers of the Sac-Joaquin Section of the California Interscholastic Federation.
- ARTICLE IV: MEETINGS**
- Section I: There shall be three meetings annually. One prior to the Sac-Joaquin Section Board of Manager's fall meeting, one prior to the Section winter meeting, and one prior to the Section spring meeting. The agenda for each meeting will be in the office of the principals at least one week prior to each meeting.
- Section II: Special meetings may be called by the president with the consent of the majority of the schools. The schools must receive notification of the agenda to be considered at the meeting and the information should be received one week prior to the meeting.
- ARTICLE V: OFFICERS**
- Section I: The officers of the Monticello Empire League shall be the president and vice president. These officers shall be filled by either principals or vice principals. A commissioner shall be appointed who would assume the duties of secretary-treasurer and such duties as may be determined by the Board of Managers.
- Section II: At the spring meeting of each even year, the league shall elect a president and vice president who shall be from different schools.
- Section III: The president shall be the representative of the league to the Board of Managers of the Sac-Joaquin Section of the C.I.F., unless the league elects someone other than the president as representative.
- Section IV: Standing Committee-Athletics: There shall be a standing committee formed for each recognized sport consisting of all varsity coaches in this particular sport and chaired by the athletic director appointed by the president with the approval of the Board of Managers.

BYLAWS/GENERAL RULES

0.0 ATHLETIC COUNCIL

0.0-1 Will consist of two representatives from each school if possible. It is recommended that one representative be male and one female.

0.0-2 All recommendations must go through the Athletic Council for approval before presentment to the Board of Managers.

0.0-3 The following schools will chair the following sports:

- 1. Armijo Basketball and Golf
- 2. Fairfield Swimming, Water Polo
- 3. Napa Volleyball, Badminton, and Softball
- 4. Vacaville Football, Wrestling, and Soccer
- 5. Vintage Tennis and Baseball
- 6. Wood Track and Cross Country

0.0-4 Any meeting of coaches to select all-league teams must be chaired by the athletic director designated as the chair of that sport. The athletic director chairing that meeting must present any all-league selections to the commissioner.

0.1 STARTING DATES: will follow section guidelines.

0.2 AWARDS:

0.2-1 League Champions will receive a pennant.

- A) Only MEL member schools are eligible for the League Awards; pennants, patches and metals. A school(s) from another league competing as part of the MEL will be considered a guest not a League member.
- B) All League games will count toward the League championship .

0.2-2 The league will award a pennant for a combination of dual-meet wins and league tournament wins in wrestling, swimming and golf.

A)The following method will be used:

- 1) A dual-meet win will be awarded one point
- 2) A tie will be awarded ½ point
- 3) One point will be awarded for each team finishing below a team in the post-season tournament.

- In Track and Cross Country a system of Center-meets and dual meets will be followed. All Schools will participate in these meets. One (1) point will be awarded for each school that finished below a team in the center-meet. Two (2) points will be awarded for each school that finishes below a team in the League Meet. A combination of the two will determine the final standings in the League.

0.2-3 All-League Patches to be awarded in the following manner:

- Badminton:Top 4 singles & Top 4 doubles
- Tennis:Top 4 singles & Top 4 doubles
- Baseball:14 patches
- Softball:14 patches
- Basketball:8 patches
- Volleyball:10 patches
- Cross-CountryTop 8 places
- Football:26 patches + 1 kicker 1 punter
- Swimming:First Place Winners (20 B & G ea
.....+ 1 ea diving
- Water Polo:7 + 1 Goalie
- Track:FirstPlaceWinners 22 ea B & G
- Soccer:15 patches
- Boys Golf:8 patches
- Girls Golf:8 patches
- Wrestling:FirstPlaceWinners 14

02.4 Medals will be awarded in Track, Swimming, and Wrestling to the 2nd, and 3rd place winners.

0.3 SCHOOL OF THE YEAR

A pennant will awarded to the school accumulating the most points on the following basis: 10-7-5-3-2-1 points will be awarded in each varsity sport. There will be only one School-of-the-Year Pennant awarded.

0.4 LEAGUE SPORTS

To be considered a league sport, 4 schools must have teams. If there is a recognized league sport a league schedule must be presented. Frosh/soph sports will not be considered a league sport.

0.5 **ADMISSION PRICES:** If an admission price is charged the same price will be charged by each school in each sport. An exception may be allowed in football.

0.5-1 Admission prices are as follows:

Football	Adults - \$6.00	Students - \$3.00
Football Rival games	Adults - \$7.00	Students - \$3.00
Basketball	Adults - \$5.00	Students - \$3.00
Basketball rival games	Adults - \$6.00	Students - \$3.00
All Other Games	Adults - \$5.00	Students - \$3.00
Wrestling Tournament	Adults - \$6.00	Students - \$3.00
	Middle and Jr. High	- \$1.50
Fr/Sph Wrestling Tourney	Adults - \$4.00	Students - \$2.00
Two-day Ticket to both Tourneys:	Adults - \$8.00	

Family pass to both Tourneys \$15.00 (no more than 2 adults & 2 children.)

(Each school may raise prices \$1.00 for adults in Rival football game only for the purpose of maintaining facilities.)

0.5-1-1 The admission for all league tournaments will be Adults \$5.00 and Students \$3.00.

0.5-2 The term student as used in the schedule of admission prices will be defined as a student from another league school with a student body card.

0.5-3 Cheerleaders, pom- pom girls, and drill-team members in uniform may be admitted free of charge. If band members are not in uniform the band advisor may identify them.

0.5-4 For non-varsity a school may charge \$2.00 for adults and \$1.00 for students. Individual schools will have the option of allowing students from their own school with student body cards to be admitted free of charge.

0.5-5 If only one school is charging admission for a particular sport (ie. baseball, soccer, etc) that school may set the admission price either lower than or equal to the League required admission price.

0.6 **Fielding Teams**

If a school has only one team it must be a varsity team.

0.7 **PROTESTS**

0.7-1 Protests must be made in writing by the principal of the school that is protesting to the commissioner of the league by the end of the school day following the day the contest has been played, except in cases of player eligibility. Intent of a protest may be made to the commissioner prior to the receipt of a written letter.

0.7-2 Notice of intent to protest a game must be made at the first opportunity before officials leave the area.

0.7-3 Protests made on ground conditions must be made prior to the start of a contest.

0.7-4 Protests made on matter involving the judgement of an official will not be accepted under any circumstances.

0.7-5 Protests on players must first be made to the principal of the school concerned who shall make a written report to the protesting school. Should this report not be accepted, the president shall appoint a protest committee of three neutral principals whose decision will be final.

0.7-6 All questions regarding regularly scheduled games during an epidemic will be handled by a protest committee.

0.7-7 All protests will be referred to the school responsible for that sport in which the protest occurs. If the athletic director of the school to whom the protest is directed is unable to resolve the matter between the two coaches involved, it will be referred to a protest committee formed by the commissioner with the approval of the president.

0.7-8 A copy of the decision of the protest committee will be filed with the league commissioner.

0.7-9 In the event of a protest of any game a \$100 check must accompany the letter of protest. If the protest is upheld the \$100 will be returned. If the protest is denied the \$100 will be deposited in the league treasury.

0.8 **CHANGE IN PLAYER STATUS**

0.8-1 A player who participates in a varsity League contest MAY NOT be moved to a lower level team in a league contest. Participation is defined as any playing time in a varsity contest.

0.8-2 In those sports where there are section playoffs a frosh/soph may move down for the post-season competition.

0.8-3 In swimming, after the dual meet season, a frosh/soph may move from varsity to junior varsity for the League Championship Meet.

0.8-4 This rule does not apply to wrestling.

- 0.8-5 Guest schools competing on the MEL schedule will be considered mandated non-league contacts.
As a non-league contract JV members may move to the varsity level and then return to the JV level for League.
- 0.8-6 League Recommendation
 - 0.8-6.1 For League Play:
Once a freshman has been moved to the Junior Varsity roster as a regular player, he/she must remain on the Junior Varsity roster for the remaining games and cannot be reinstated on the freshman roster. A freshman may suit up for a Junior Varsity game; play in an emergency situation and still return to the freshman roster.
 - 0.8-6.2 The Frosh season should end before the next sport season try-outs begin.
- 0.9 ADULTS
For league purposes an adult is defined as anyone over 18 years of age who is out of high school.
- 0.10 RENEWAL OF A SPORT
If a district within the league abolishes a sport, and if a school within that district wishes to continue or to renew competition in that sport, they must notify the league of their intentions no later than the opening day of the season of that sport in which they wish to participate.
- 0.11 FORFEITS
 - 0.11-1 As soon as the possibility of a forfeit arises the commissioner is to be notified. The commissioner is to call a meeting of the two schools involved. If the dispute is not resolved at that level, the commissioner will form a committee of three neutral principals or athletic directors to resolve the matter.
 - 0.11-2 Consequences of a forfeit:
 - A) In football, if a visiting team forfeits, that team will lose home field advantage the following year.
 - B) The protest committee may levy additional penalties.
 - 0.11-3 If a team is forced to cancel its season after the first league game, none of its games will count in league standings.
- 0.12 SUPERVISION
 - 0.12.1 The League requires an administrator or his/her designee from both schools at all football games.
 - 0.12.2 Administrative supervision at boys and girls basketball games will be the responsibility of the home school except for the rival game. Request by the home school for the visiting school to also provide an administrator will be honored.

- 0.13 CONTACTS
- 0.13-1 Section Rule 519.1 reads: Sports which traditionally have two events per week (basketball, baseball, golf, soccer, softball, tennis, volleyball, water polo) are limited to 27 contacts per season. There is no limit on the number of tournaments allowed per season. Football is allowed 10 contests. Wrestlers are allowed 40 matches per season.
- 0.14 SCRIMMAGES
- A maximum of 2 scrimmages per team are permissible prior to the first game (league or non league) of the season. Said scrimmages shall not count as contacts. NOTE: a scrimmage is defined as a supervised competition between two teams in which no admission is charged, no officials are paid, no score/results are released to the media, and no awards are presented. Closed scrimmages are acceptable and donations are acceptable.
- 0.15 STARTING TIMES
- | | |
|------------|----------------------------------------------------------------------------------|
| Badminton | 3:30 |
| Baseball | 3:30/4:00 after daylight saving time |
| Basketball | 6:00 Friday night: Fr-4:30; Fr/sph – 6:00; Varsity – 7:30 p.m. |
| X Country | 3:30 |
| Football | Fr/Soph 5:15; Varsity 7:30 p.m. (A minimum of 20 minutes warm-ups between games) |
| | Day games Fr/Soph 11:30 Varsity: 1:45 |
| Golf | 2:30/3:30 depending on daylight. Course may also dictate time |
| Soccer | 3:30 |
| Softball | 3:45 |
| Swimming | 3:30 |
| Tennis | 3:30 |
| Track | 3:30 |
| Volleyball | 3:45 |
| Water Polo | 3:30 |
| Wrestling | 6:00 |
- 0.16 MUTUAL AGREEMENT
- Dates and starting times in all sports may be changed by mutual agreement between the schools involved.
- 0.17 SPRING BREAK
- If the school districts within the league are divided on spring break dates there will be a one-week break before or after Easter depending on the majority of the school districts. The remaining schools will schedule games during this period by using the mutual agreement clause.
- 0.18 LEAGUE PASSES
- Each school will receive 50 passes. The commissioner will provide each superintendent with 10 passes for the district's school board and his/her discretion.
- 0.19 POST-GAME HANDSHAKES
- This will be left to the discretion of the coaches
- 0.20 CANCELLED GAMES
- In all sports all cancelled games will be made up at the earliest available date.

0.21 SPORTSMANSHIP POLICY

0.21-1. Any player ejected, or any player who leaves the confines of the bench or team area during a fight that may break out or has broken out shall be disqualified from participating in the remainder of the game and will be ineligible for the team's next contest. Any student ineligible for participation may not wear the team uniform, sit on the team bench, or travel with the team during the suspension.

NOTE: Any athlete who plays in the next game following his/her ejection will be treated as an ineligible player for that game (Section bylaw 213.5).

APPELLANT PROCEDURE: Any student may appeal his/her one-game suspension to the league through the principal of the school.

- a) The principal, or his designee must make an appeal, to the commissioner of the league by the end of the school day following the contest in which the player was ejected. Intent of appeal may be made by phone or fax prior to the written letter of appeal.
- b) The Commissioner will appoint a committee of three principals and/or athletic directors who will convene as soon as possible to discuss the appeal.
- c) The student and his/her parents will be notified of the time and place of the meeting and will have the opportunity to appear and present their position.

0.21-2 Any head or assistant coach ejected from a contest will be disqualified from participating in the remainder of the game and will be prohibited from coaching or attending the next interscholastic contest by that team. NOTE: Any coach who coaches or attends the next interscholastic contest following his/her ejection will be referred to the commissioner who will appoint a committee of three principals and/or athletic directors who will determine the penalty.

APPELLATE PROCEDURES: Any coach may appeal his/her one-game suspension through the principal of his/her school.

- a) Notice of appeal must be made by the end of the school day following the day the contest has been played to the commissioner of the league who will appoint a committee of three neutral principals and/or athletic directors to hear this appeal.
- b) The suspended coach will have the opportunity to appear before this committee to state his/her position.

BYLAWS INFRACTIONS: Hearings and Penalty.

0.21-3 Committees: the bylaws infractions' committee shall consist of the league Board of Managers. A quorum shall consist of 2/3 of the membership schools.

0.21-4 Voting: all voting shall be done by the school's principal and his/her designee as the person authorized to vote. When a quorum is present, a majority of the votes cast, ignoring abstaining votes, is sufficient for the adoption of any motion that is in order.

0.21-5 Meetings: the bylaws infractions' committee shall meet as a segment of regularly scheduled Monticello Empire League meetings and/or special meetings convened upon the call of the president. An appeal presentation received by the president shall activate the committee.

0.21-6 Appeals Presentment:

- A) If a school suspects a violation of M.E.L. or C.I.F. rules, a letter will be sent by the principal to the suspected school's principal clearly outlining the suspected rule violation and provide evidence confirming the violation. If the suspected infraction violates M.E.L. rules a copy of the letter shall be sent to the M.E.L. President and Commissioner. If the suspected infraction violates C.I.F. rules, a copy of the letter will be sent to the Sac-Joaquin Section Commissioner, the M.E.L. President, and the M.E.L. Commissioner.
- B) The school suspected of the rule violation will have 30 calendar days from the receipt of the letter to respond to the inquiring school. The communication will be from school principal to school principal with copies mailed as outlined above. The response will either confirm or reject the suspected violations. If the suspected violation is confirmed the violating school will provide and "in house" penalty for violating the rule.

- C) The inquiring school will have five working days to accept or reject the suspected school's response. If accepted and an infraction of the rule has occurred, the league will be informed of the infraction and self-imposed penalties. If the response is rejected and is a violation of M.E.L. rules the presentment will then be made to the M.E.L. Board of Managers at its next regularly scheduled meeting and/or at a special meeting as called by the president. The Board of Managers will then commence with the Appeals and Hearing as outlined in sections 0.21-5 and 0.21-6. If the suspected infraction violates C.I.F. rules it will be submitted to the Sac-Joaquin Section Commissioner for further consideration and proposed recommended action. All appeals procedures will be available to the offending school as outlined in the C.I.F. Constitution and Bylaws.
- D) All questions of eligibility shall be submitted directly to the Sac-Joaquin Section Commissioner.

0.22.1 Appeals and Hearing:

The Commissioner shall give notice to all parties concerned at least three days before the hearing of an appeal and in accordance with the Ralph M. Brown Act.

EXCEPTION: When playoff berths are involved and a decision must be made within three working school days and emergency meeting may be called within 24 hours.

EXCEPTION: The time period may be waived by the accused.

0.22-2 HEARING CHAIRPERSON:

If the affiliation of the accused or the signer of the presentment renders the league president ineligible to act as the committee chairperson, the chair passes to the next non-affiliated member in order of ascendancy to the presidency.

0.22-3 Evidence:

To be presented at the hearing, evidence must be written and signed.

0.22-4 Penalties:

The hearing phase of the committee shall determine guilt or acquittal.

A) Level One Misconduct—suggested penalty:

1. In house action to be reported back to the league
2. A written league reprimand to the school involved.
3. One sport— one year probation

B) Level Two Misconduct—suggested penalty:

1. One sport— one year probation
2. Loss of Playoff Share

C) Level Three Misconduct—suggested penalty

1. Team —not eligible for playoff participation; not eligible for league championship.
2. Individual—Not eligible for playoff participation.
3. Loss of playoff shares.

D) Level Four Misconduct—suggested penalty:

1. Sport—Reduce future schedule by ten percent
2. Game(s) forfeiture
3. Player ineligibility for the season
4. Request that coach be suspended by his/her principal

- 0.22-5 Penalty Phase:
Penalty phase shall focus on the level of misconduct and be appropriate for the guilty party (athlete, team, coach, and/or school). Penalty prescribed may include one or more items from any suggested penalties more severe than the identified level of misconduct.
- 0.22-6 Self Presentment:
Self-discovery/self presentment offenses shall be considered level one and/or level two misconducts.
- 0.22-7 Second and Third Offenses:
Second and Third offenses shall be considered level one or level two misconduct.
- 0.22-8 Statute of Limitations:
The statute of limitations shall be one calendar year.
- 0.22-9 Appeals Procedures:
Decisions of this committee may be appealed to the C.I.F., Sac-Joaquin Commissioner.
- 0.23 TIE-BREAKER PROCEDURE
 - 0.23-1 For all sports except football: Once one team has been designated as a play-off team, the procedure returns to the Head-to-Head competition and start the process again. This continues until all teams have been selected.
 - [[Head-to-Head competition
 - [[Descending head-to-head competition within the tie
 - [[Coin Toss
 - 0.23-2 Football Tie-Breaker procedure: football will use the Sac-Joaquin Section rule 1908.6: Universal Tie-Breaker.
- 0.24 COPIES OF LEAGUE DOCUMENTS
 - 0.24-1 The first ten pages requested in any one-month shall be free. Any pages after the first ten will be charged a 25 cents per page fee.
 - 0.24-2 If any research is involved the commissioner will charge \$50 per hour for time and labor. (Note: most information may be found on the M.E.L. website.
- 0.25 The League will recognize individual state champions with a pennant to the school.
- 0.26 If a sport has a season ending League Tournament and there is an admission fee for spectators, all proceeds from the gate, after expenses, will be sent to the MEL Commissioner. The host school must use the League financial statement that lists acceptable categories for expenses. Charges for game director, scorers and timers will follow the Section rates.
(The form is available at: http://www.melsjs.org/governance/bylaws/MEL_Financial_Report.pdf)