

**CALIFORNIA INTERSCHOLASTIC  
FEDERATION**

**BASKETBALL STATE CHAMPIONSHIPS**



**FRIDAY, MARCH 26, 2010 (DIVISIONS II & IV)**

**SATURDAY, MARCH 27, 2010 (DIVISIONS I, III, & V)**

**RABOBANK ARENA (Bakersfield)**

**PURSUING VICTORY WITH HONOR<sup>SM</sup>**

**(2-8-10)**

**[www.cifstate.org](http://www.cifstate.org)**

TO: ALL ADMINISTRATORS, COACHES AND ATHLETES

FROM: MARIE M. ISHIDA, CIF EXECUTIVE DIRECTOR

DATE: March 2010

RE: EXPECTATIONS OF SCHOOLS, COACHES AND STUDENT  
ATHLETES IN PURSUING VICTORY WITH HONOR<sup>sm</sup>

Congratulations on advancing to the State CIF Basketball Championship Contest. This is an achievement that deserves to be celebrated! Along with this achievement come additional responsibilities as the spotlight of high school athletics will now focus on your school. Many individuals throughout the state will get perhaps their first and only impression of your school and community by the actions and behaviors that your team and community will display in the next three weeks.

The CIF is committed to the principles of Pursuing Victory With Honor<sup>sm</sup>. As a condition of membership in the CIF, your school has agreed to abide by these principles both in the letter and their intent. In short, the principles are about fair play and respect in all that you do on the court and your spectators display in the stands. We have high behavioral expectations as part of your participation in the state basketball playoffs and all schools are required to have team and coaches meetings with their respective school principals to review these expectations.

During the state championship playoffs please remember that as an athlete and coach, you are role models to the fans in attendance. Show them the best that you can be and the best in sport by Pursuing Victory With Honor<sup>sm</sup>.

We wish all schools the best in this educational athletic experience.

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# **CHAMPIONSHIPS FORMAT**

## **Management**

The CIF State Basketball Championships will be conducted in five divisions between the Southern California Regional champion and the Northern California Regional champion at Rabobank Arena in Bakersfield on March 26-27, 2010 and will be managed by the State CIF, which will have final authority and responsibility for the championships. The games will be played under the 2009-2010 National Federation Basketball Rules with the California State modifications. Tournament directors, employed by the State CIF to oversee operations, are available to assist participating schools. All questions on tournament specifics should be addressed to the State Tournament Director:

Michael S. Garrison, CAA  
5301 Victory Lane  
Rocklin CA 95765  
Phone: 916-257-1517 Fax: 916-632-0305  
e-mail: [mgarrison@rocklin.k12.ca.us](mailto:mgarrison@rocklin.k12.ca.us)

## **STATE CHAMPIONSHIPS SCHEDULE**

<b><u>Date</u></b>	<b><u>Session</u></b>	<b><u>Division/Gender</u></b>	<b><u>Time</u></b>
<b>Fri March 26</b>	<b>Participant Pass Gate Opens</b>		<b>12:00 noon</b>
<b>Fri March 26</b>	<b>1</b>	<b>Div. IV – Boys</b>	<b>1:30pm</b>
<b>Fri March 26</b>	<b>1</b>	<b>Div. IV – Girls</b>	<b>3:30pm</b>
<b>Fri March 26</b>	<b>1 (Televised – Live &amp; Tape Delayed)</b>	<b>Div. II – Girls</b>	<b>6:00pm</b>
<b>Fri March 26</b>	<b>1 (Televised – Live &amp; Tape Delayed)</b>	<b>Div. II – Boys</b>	<b>8:00pm</b>
<b>Sat March 27</b>	<b>Participant Pass Gate Opens</b>		<b>8:00am</b>
<b>Sat March 27</b>	<b>2</b>	<b>Div. V – Girls</b>	<b>9:30am</b>
<b>Sat March 27</b>	<b>2</b>	<b>Div. V – Boys</b>	<b>11:30am</b>
<b>Sat March 27</b>	<b>2</b>	<b>Div. III – Girls</b>	<b>1:30pm</b>
<b>Sat March 27</b>	<b>2</b>	<b>Div. III – Boys</b>	<b>3:30pm</b>
<b>Sat March 27</b>	<b>2 (Televised – Live)</b>	<b>Div. I – Girls</b>	<b>6:00pm</b>
<b>Sat March 27</b>	<b>2 (Televised – Live)</b>	<b>Div. I – Boys</b>	<b>8:00pm</b>

*\* Division/Gender/Game Times may change due to TV coverage*

**Please note that separate tickets are required for each of the two sessions**

Teams/Participants will not leave school prior to 12 noon on the day preceding their competition in the State Championships at Rabobank Arena

## **Headquarters Hotel Information**

(Teams not staying at the Headquarters Hotels will not be reimbursed by the CIF: See p. 5, 15, 21, 22 for more Info.)

**Bakersfield Marriott at the Convention Center**  
**801 Truxton Ave.**  
**Bakersfield, CA 93301**  
**661-323-1900**

## STATE CHAMPIONSHIPS AT RABOBANK ARENA - ADMISSIONS INFORMATION

### Sessions

The CIF State Basketball Championships will be held at Rabobank Arena in Bakersfield. There will be two sessions; first session - Friday, March 26<sup>th</sup> beginning at 1:30 p.m.; second session - Saturday, March 27<sup>th</sup> beginning at 9:30 am. Separate tickets will be required for each of the two sessions.

### Advance Ticket Sales

As a convenience to the public, advance tickets will be on sale at the Rabobank Arena Box Office and TicketMaster, beginning **February 15, 2010**. Tickets may also be purchased on the day of the contest at the Rabobank Arena Box Office. Tickets will be sold for each of the two sessions at the following prices:

VIP Row I	\$45.00
VIP Row II	\$40.00
VIP Row III	\$35.00
Adult General Admission	\$18.00
Seniors (65+ with ID)	\$10.00
High School Students (with ID)	\$10.00
Children	\$10.00

Note: A \$1.50 Rabobank Facility Fee will be added to the price of all tickets.

Ticketmaster is the only telephone sales outlet. They are authorized to collect and retain a convenience charge for the sale of each ticket. Consult the telephone directory in your local area for the local Ticketmaster number or at [www.ticketmaster.com](http://www.ticketmaster.com)

### Pre-Sale Tickets (Sold Only at Participating Schools)

Each school will be given the opportunity to pre-sell tickets to the session during which their school will be participating at the following prices:

Adult General Admission	\$19.00
Student General Admission	\$11.00

Note: These prices include the \$1.50 Rabobank Facility Fee.

Schools that pre-sell more than 100 tickets may keep a \$1.00 rebate for each ticket sold.

Unsold general admission presale tickets for Friday, March 26<sup>th</sup> games **must be returned to the tournament director at the Rabobank Arena team entrance** by 4:00 pm that Friday. Unsold general admission tickets for Saturday, March 27<sup>th</sup> games **must be returned to the tournament director at the Rabobank Arena team entrance** 1 hour before your scheduled game.

**Passes** - The CIF Gold Life Pass and the 2009-2010 State CIF Courtesy Card entitle the bearer and one guest admission to the game when presented to the box office will-call window. All media must contact Quwan Spears for credentials at the State CIF Office (916)239-4477 **NO LATER THAN TUESDAY, MARCH 23, 2010 at 12 noon**. Credential applications are available at [www.cifstate.org/media](http://www.cifstate.org/media).

**NO CIF section, league, faculty, booster club, or student pass will be honored for admission.**

**Parking Fee:** At Rabobank Arena there will be a \$5.00 parking fee for ALL cars and \$10.00 fee for RV's. Participant buses (players, cheerleaders, band members, etc.) will be granted **FREE** access to parking lot P2/L3/L4.

## **INFORMATION FOR PRINCIPAL OR SCHOOL ADMINISTRATOR DESIGNEE**

Congratulations – your school has earned the right to participate in the State CIF Basketball Championship Game. To make the administrative task easier, we have developed this checklist to aid you in planning this event. There will be a pass gate for your team, coaches and trainer, 12 pep band members and supervisor, 10 spirit squad members and supervisor, and your student photographer. Their names must be on the **School Information Sheet/Pass Gate List** (page 17 of the Appendix). All other school personnel must have a ticket. Two complementary tickets for entrance to Rabobank Arena are provided for you. Please contact the tournament director if your district superintendent or governing board members would like complementary tickets.

\_\_\_\_\_ Arrange for transportation for your team and other school support groups traveling with the team. Please see pages 14 and 15 for travel reimbursement information.

\_\_\_\_\_ The headquarters hotel is the Bakersfield Marriott at the Convention Center. **It is for NorCal Teams only.** Contact the headquarters hotel on pages 3 and 21 for lodging reservations. **Instructions for making team reservations are on page 22.** Rooms are held for participating teams and their supervising adults until **Monday, March 22 at 4:00 pm** when they are released to parents and others. Note: You must receive advance approval for overnight lodging from the tournament director. Please see page 15 for lodging reimbursement information. In order to receive lodging reimbursement, NorCal teams must stay at the team headquarters hotel. NorCal teams that do not stay at the Headquarters Hotel will not be reimbursed by the CIF. Please see pages 15, 21, and 22 for more information. **If SoCal Teams would like lodging, alternative accommodations may be arranged. Please contact the Tournament Director. SoCal Teams will be reimbursed if they meet CIF Reimbursement Policy requirements and have obtained prior approval from the Tournament Director.**

\_\_\_\_\_ Assign administrative oversight to a member of your administrative team if you will be unable to attend this contest. Please report to the tournament director one hour prior to the scheduled start of the contest. You must attend the pre-game sportsmanship meeting that will begin 45 minutes before the first contest in each of the two sessions and at the beginning of the 3<sup>rd</sup> quarter of the preceding game for all other contests. Please sit in the rows reserved for your school (home – floor section 3 or 4; visitors – floor section 1 or 2) and be immediately available to the arena staff from the time immediately following the sportsmanship meeting until the end of the awards ceremony and press conference.

\_\_\_\_\_ Attend the pre-game sportsmanship meeting. Ensure that your **head coach**, two team captains, cheer advisor, cheering section supervisor, and you (or your administrative designee) **attend the mandatory sportsmanship meeting.** It will be held in the CIF sportsmanship meeting room, directly across from the training room (Southwest corner of the arena).

\_\_\_\_\_ Assign coaching responsibilities to your head coach and two assistant coaches. Please make sure your coaches understand their sportsmanship responsibilities and that your head coach attends the sportsmanship meeting. If your varsity team has had more than three coaches they may sit with you in the second row of your team bench (**row behind your bench**).

\_\_\_\_\_ Assign pre-sale ticket selling and financial accounting responsibility to a member of your school staff. Pre-sale tickets are included in this information packet.

\_\_\_\_\_ Assign cheering section supervision to members of your school staff. Your students must be supervised the entire time they are in the arena. Adults supervising the cheering section may be listed on the **School Information Sheet/Pass Gate List** and will receive free admission through the pass gate. Organized student cheering may occur only in your school's designated cheering section. Adults who sit in or near your cheering section are your responsibility. Please maintain the aisles open and clear at all times. See pages 10-11 for cheering section supervision responsibility.

\_\_\_\_\_ Assign pep band supervision responsibility to a member of your school staff. Please see page 10 for pep band supervision responsibilities. Your school receives a complementary entry for the pep band supervisor.

\_\_\_\_\_ Assign spirit squad responsibility to a member of your school staff. Please see page 11 for supervision responsibilities. Your school receives a complementary entry for your spirit squad supervisor.

- ✓ **Halftime Performances** – During the state finals each schools spirit squad will be permitted 3 minutes to perform at the beginning of the halftime. The visiting team's spirit squad will perform first followed by the home team's spirit squad.  
**(All performance music must have Principal's approval)**

\_\_\_\_\_ Complete the **School Information Sheet/Pass Gate List** (page 17 in the Appendix) and send it to Mike Garrison, Tournament Director at the email address / fax number on the form, no later than Wednesday, March 24 at noon.

\_\_\_\_\_ Ensure that the CIF's Sports Information Director has your team information, team roster, team photo, etc.

\_\_\_\_\_ Reread Pursuing Victory With Honor on pages 18-19 of this handbook and review it with everyone representing your school.

**Special Note:** If your school has a student or small group who has sung the national anthem at your home basketball contests and would like to sing the national anthem before your contest at Rabobank, please contact the tournament director by noon on Wednesday, March 24. Priority for singing the national anthem rotates every year. In 2010, teams from Southern California have priority to sing the anthem if both schools have singers.

## **INFORMATION FOR THE HEAD COACH & ATHLETIC ADMINISTRATOR**

### **Arrival Time / Information**

**TIME:** Arrive 1-1½ hours before your scheduled game time. Arena opens Friday, March 26, 2010 @ 12:15 PM & Saturday, March 27, 2010 @ 8:15 AM. Teams will not be permitted on the floor until 30 minutes before tip off.

**WHERE:** Participant Pass Gate (South Loading Dock – back side of arena). Upon entry you will be met at the entrance gate by your team host who will facilitate all your needs.

**Directions for participant drop-off at South Loading dock** – Buses / vans should enter the South loading dock via the West ramp (Korn Row) off of N Street (right before the railroad tracks). Proceed down ramp and drop participants off in the loading dock area. Exit up the East ramp and proceed through the Marriott parking lot. Turn right on Q Street proceed to California Avenue and turn right, proceed to N street and turn right, proceed to lot P2 left hand side just before railroad tracks. If you have been approved for overnight accommodations at the hotel headquarters then you can park in the Marriott parking lot. (No charge for parking).

**WHO:** All participants (athletes, cheerleaders, band members); any person on your pass gate list that was submitted to the tournament director (Principal, Athletic Director, Faculty Supervisors, etc). All school personnel who enter through the pass gate will be issued a ribbon upon entry which must be worn at all times while on the arena floor. Any additional attending members (beyond those on the pass gate list permitted by CIF guidelines) will need tickets and must enter through the arena main entrance.

Note: All bags, backpacks, purses, etc will be thoroughly checked by Rabobank security personnel at the pass gate entrance.

### **Squad Size**

Squad size is limited to 20, including 15 players in uniform, coaches, trainers and stats keepers. Awards will be given to only the fifteen players on the official roster. The CIF will supply an adequate number of seats for your squad and coaches. **PLEASE DON'T ASK FOR EXCEPTIONS.**

### **Benches**

The CIF will make every effort to have 22 seats in the bench area, 15 in the front row and 7 in a second row. **NO UNIFORMED PLAYER MAY SIT ON THE FLOOR. NO MORE THAN FIVE (5) COACHES MAY SIT IN THE FRONT ROW ALLOWING 10 UNIFORMED PLAYERS IN THE FRONT ROW. ANY ADDITIONAL UNIFORMED PLAYERS WILL SIT IN THE SECOND ROW PRIOR TO ANY ADULT.** If the school's travel/bench party exceeds 22, then the uniformed student athletes will take precedent for all 22 seats.

### **Home Team/Visiting Team & Dressing Rooms**

**Home Team – Northern California** Teams; white jerseys; north bench; dressing rooms will be on the northwest corner of the arena (through north tunnel). Team host will lead teams to proper dressing rooms and provide assistance.

**Visiting Team – Southern California** Teams; dark colored jerseys; south bench; dressing rooms will be on the west side of the arena corridor (through south tunnel). Team host will lead teams to proper dressing rooms and provide assistance.

(Note: If a team has only one set of jerseys, it will be their responsibility to notify their opponent and the tournament director so that arrangements can be made.) Towels / locks **ARE NOT** provided.

**Please remember that there is no full-time supervision of the locker room / dressing facilities; you should make arrangements for safeguarding your valuables.**

### **Uniform Requirements**

All athletes competing in the championships must wear their high school uniforms. Uniforms of all team members must be identical. No other uniform may be worn at any time the team is on the arena floor, from the warm-ups through the completion of the awards ceremony. **The wearing of sweatshirts, t-shirts or any clothing representing any organization, corporation or business, college or university is strictly prohibited and may result in disqualification. Corporate logos that are manufactured into the uniform must be worn within the dimensions allowed by National Federation basketball rules.**

### **Sportsmanship Meeting**

**The head coach, two captains, school administrator in charge and pep squad advisor shall attend the mandatory sportsmanship meeting** in the CIF Sportsmanship meeting room located at the Southwest corner of the arena (directly across from the trainers room). It will begin 45 minutes before the first contest in each of the two sessions (12:45 & 8:45) and at the beginning of the (3<sup>rd</sup>) quarter of the preceding game for all succeeding games.

### **Practice at the Tournament Site**

Teams participating in the CIF Basketball Championships will not be permitted to practice at the tournament site prior to or during the tournament. Teams competing in the first games in each of the two sessions will be permitted to take the floor **30 minutes prior to game time**. For all other games, teams will be allowed on the court immediately following the awards session of the prior game and will be given a full 15-minute warm-up period. Teams arriving late on the floor may not receive their full 15-minutes. Please respect your opponent's space and stay in your own half of the court.

### **Team Introductions**

Prior to the start of each contest team introductions will be made. The visiting team's non-starters will be introduced first, followed by the home team's non-starters. Players will take a position at the foul line area in front of their bench as their names are announced. The starting line up from each team will then be introduced on an alternating basis. Players in pairs, one from each team, will meet at the mid-court area, shake hands, and return to their respective foul lines. **At the conclusion of the introductions, teams that "huddle up" prior to tip-off must do so at their foul line, not in the center court area.**

### **Halftime**

Halftime will be 15 minutes and follow this format: Visiting Team Cheer Squad – 3 minutes / Home team Cheer Squad – 3 minutes / CIF Sponsorship Activities – 4 minutes / Team Warm Up – 5 minutes.

### **Awards Ceremony**

Teams are asked to return to their seats immediately following the end of the game for the awards ceremony beginning with the Pursuing Victory With Honor<sup>SM</sup> Award. This will be followed by the awards ceremony for the runner-up team; medals will be awarded to members of the team who will individually come to half court, followed by the awarding of the runner-up trophy to the head coach. Individual members of the championship team will then be asked to come to half court to receive their medals, followed by the presentation of the championship trophy to the head coach. The championship team will then be asked to remain in the mid-court area for a team picture.

### **Nets**

The nets are **NOT** to be cut down at the end of each championship game.

### **Sportsmanship Award**

The CIF may recognize one player from each team with a sportsmanship award and this will be part of the post game ceremony.

### **Post Game Media Interviews**

**Runner-Up Team** - Immediately following the awards ceremony, your host will escort the team and coaches to the media/conference area for press interviews. Interviews will last approximately 10 minutes and will be conducted in group fashion.

**Championship Team** – After your team photo, your host will escort the team and coaches to the media/conference area for press interviews. Interviews will last approximately 10 minutes and will be conducted in group fashion.

NOTE: The press conference following the last game of the evening may be canceled due to press deadlines and time constraints. **ENCOURAGE YOUR STUDENT-ATHLETES TO BE POSITIVE DURING MEDIA INTERVIEWS.**

Following your media interviews, your host will escort your team to the hospitality room for some refreshments and then back to your dressing room where your host will provide you with 5 complementary programs.

## **INFORMATION FOR CHEERING SECTIONS, SPIRIT SQUADS & PEP BANDS**

### **Supervision**

Each school must provide faculty supervisors for its respective student section who will be responsible for maintaining the integrity of their students from **entry to Rabobank Arena to exiting the arena**. All faculty supervisors are to report to the facility at least 30 minutes prior to the start of their game for review of student seating areas and to begin supervisory duties. Please do not enter your assigned rooting section prior to the presentation of awards for the previous game and please vacate your rooting section immediately after the awards ceremony. Please list your rooting section supervisors on the School Information Sheet/Pass Gate List.

- Electronic noisemakers, air horns, drums, bells, sirens, thundersticks, Clappers, etc. will not be allowed anywhere in the arena. **The cheering section must be supervised at all times by a supervisor appointed by the school administrator.**
- The school principal shall attend the pre-game mandatory sportsmanship meeting and will be considered by CIF officials as the school administrator in charge. Adults sitting in or near your cheering section supporting your school are your responsibility. Please be proactive in controlling your school's cheering section and maintain the aisles open and clear at all times. Most schools find it helpful to have at least one supervisor standing on the gym/arena floor facing their cheering section while other supervisors sit in the assigned section.

### **Cheering / Rooting Sections**

**Northern California Teams (Home) – Girls Games** - Floor Section 3 & Section 106 / **Boys Games** – Floor Section 4 & Section 111. Note: Floor Sections will hold first 140 students.

**Southern California Teams (Visitors) – Girls Games** - Floor Section 1 & Section 115 / **Boys Games** – Floor Section 2 & Section 102. Note: Floor Sections will hold first 140 students.

### **Banners/Posters/Stickers**

Only positive spirit signs, posters, and banners may be used at the site of State CIF contests and then only in the cheering section area. All banners must be fireproof. No references to an opponent, either directly or indirectly, may be made. Banners or posters are not allowed on any walls in the arena, no tape of any kind be used in the facility. Banners, posters and spirit signs must be approved by the cheering section supervisor and **may only be hung on the rail in front of your cheering section**. No stickers of any kind may be used in the arena.

### **Bands**

Up to 12 members of the school's pep band and their faculty supervisor whose names have been submitted by their school's principal will be admitted to the arena at the participant pass gate (South loading dock). Schools with more than 12 members of their pep band must purchase tickets for those extra band members who must enter the arena through the public entrance. School bands shall go directly to their school's assigned cheering section but shall refrain from playing their musical instruments except during the following time periods: from the time their team takes the floor for warm-ups until the beginning of pre-game introductions, during time-outs, and at the end of the game before the beginning of the awards ceremony. **School pep bands may not use electronic instruments, nor may musical instruments be used as "noisemakers" for cheering purposes. They must be supervised at all times by the band supervisor.**

NOTE: Bands will **NOT** perform during half time.

### **Student Photographer**

One school student photographer, designated in advance by the school principal and listed on the **school's gate list** as a member of the school's newspaper or yearbook staff, will be admitted to the arena through the participant pass gate (South loading dock). They will be given a student photo ribbon, allowing access to the arena floor during that school's game. **ADDITIONAL MEDIA CREDENTIALS WILL NOT BE ISSUED TO SCHOOL PERSONNEL OR STUDENTS.**

**NOTE: MaxPreps is the official photographer of the California Interscholastic Federation championships. They will be happy to meet your school's entire yearbook and newspaper photo needs; please contact them at (530) 676-6440. No other commercial photographers are allowed to take school photos in Rabobank Arena. Please respect the CIF's contractual agreements.**

### **Spirit Squads**

Up to 10 members of a school's spirit squad in full uniform, and their faculty supervisor, designated in advance by their school's principal, will be admitted free to the arena at the participant pass gate (South loading dock). Spirit squad members must come dressed in their uniform. They must go immediately to their school's designated cheering section and remain there until their team takes the floor for warm-ups. They will then be allowed to lead cheers from the arena floor area in front of their cheering section. To ensure fairness schools with more than ten members of their spirit squad must purchase tickets, even if they are in uniform. **Spirit squads must be supervised at all times.**

- **Halftime Performances** – During the state finals each school's spirit squad will be permitted 3 minutes to perform at the beginning of halftime. The visiting team's spirit squad will perform first followed by the home team's spirit squad.
- **Megaphones** – Non-electronic megaphones may be used by spirit squad members only while facing their school's cheering section and leading cheers.

### **Sportsmanship**

All representatives of CIF member schools must remember that the number one priority of high school athletics is good sportsmanship. Everyone in the school's cheering section, faculty supervisors, students, parents, the pep band and spirit squad, and other team followers, must adhere to the CIF's Pursuing Victory with Honor™ tenets that can be found on pages 19-20. It is the responsibility of the faculty supervisors to insure that school supporters exhibit appropriate behavior.

### **Security Gate Entry**

In accordance with Rabobank Arena requirements, all bags will be searched in the pass gate area before the spirit squad, pep band and others can be escorted to their cheering section.

Each school participating in the state finals **MUST** complete the **SCHOOL INFORMATION SHEET/PASS GATE LIST** that will be found in the information packet for the finals and fax or email it to the tournament director by **12 noon, Wednesday, March 24, 2010.**

**The following group limits will be admitted for free. There will be NO EXCEPTIONS.**

**COACHES AND PLAYERS – 20** (Includes 15 players max., coaches, manager, statistician, trainer).

**CHEER AND SONG LEADERS –11** (Includes 10 members in uniform plus one supervisor).

**PEP BAND –13** (Includes 12 members plus one supervisor).

**STUDENT PHOTO – 1** (Member of the school yearbook or newspaper staff).

## BROADCAST RIGHTS/PRESS CREDENTIALS

The State CIF Sports Information Director, Quwan Spears, can be reached at:  
State CIF Office phone: 916-239-4477  
4658 Duckhorn Drive fax: 916-239-4478  
Sacramento, CA 95834 e-mail: [qspears@cifstate.org](mailto:qspears@cifstate.org)

### **Press Credentials**

All media members must request and be issued credentials for admission. Working media must request credentials no later than 12pm Tuesday March 23, 2010 through Quwan Spears. Credential applications are available on the State CIF web site at [www.cifstate.org/media](http://www.cifstate.org/media). Credentials will be issued on event day at the participant pass gate (South loading dock) when working media members show picture identification from your media affiliation. **No credential or complementary entry will be permitted to any individuals who have NOT been pre-approved by submitting credential requests.** Credentials must be worn at all times on press row and for access to the media areas. Seating on press row is limited and will be made available first to those covering a specific game or working on a deadline.

### **Media Interviews**

All media interviews will be conducted in the press conference area in group fashion. Runner-up teams/coaches will be interviewed first, followed by the championship teams/coaches. Due to media deadline constraints, the team interview sessions for the last game of the evening maybe cancelled by the CIF Sports Information Director.

### **Radio Broadcasts**

Approval to broadcast a CIF contest, live or delayed, must be made through the State CIF office. Please contact Quwan Spears at the address listed above.

The following is the fee schedule for radio broadcasts:

<u>Radio</u>	State Championship Games
Live Commercial	\$450.00
Live Non-Commercial	\$225.00
Delayed Commercial	\$375.00
Delayed Non-Commercial	\$187.00

There is no fee for periodic progress reports by a radio station

Stations must request special credentials and complete all arrangements necessary to conduct the broadcasts with Quwan Spears at the above address prior to Tuesday, March 23, 2010. Locations are limited and are available only during the game you have contracted to broadcast. Fees must be paid prior to final approval. Please see the Radio/Television Agreement form in the appendix of this handbook. Arrangement for telephone line access may be made by contacting AT&T and the Rabobank Arena operations office at 661-852-7341 (ask for Beverly Mount). Ask that your station be identified with tape and call letters attached to the broadcast line so that your set-up site can be easily located. Approval for the display and location of a radio station banner or sign must be made through the tournament director. Signage may not interfere with CIF signage or CIF sponsorship signage. Telephones and lines are not provided by the CIF.

## Television Broadcasts (State CIF Finals – Rabobank Arena)

The following is the fee schedule for television broadcasts: CIF State Championship Games

### Television

Fox Sports West and Comcast Sports Net Bay Area hold the exclusive broadcast rights to all State CIF Basketball Championship Contests. Please contact Quwan Spears below if interested in any TV broadcast rights that may be available.

For live commercial or non-commercial rights' fees, please contact State CIF Sports Information Director, Quwan Spears:

State CIF Office  
4658 Duckhorn Drive  
Sacramento, CA 95834

phone: 916-239-4477  
fax: 916-239-4478  
e-mail: [qspears@cifstate.org](mailto:qspears@cifstate.org)

Location of cameras and equipment is at the discretion of the tournament director. Locations are limited and are available only during the game contracted to cover. Fees must be paid prior to final approval. Approval for the display and location of a television station banner or sign must be made through the tournament director. Signage may not interfere with CIF signage or CIF sponsorship signage. Stations will be required to submit the Radio/Television Agreement Form on page 21 of this handbook.

Delayed telecasts may not be aired prior to 10:00 p.m. on the day of the contest. News report film/videotape of CIF contests is permissible without a fee charge as long as the intent of the report is for news only and does not contain extended play-by-play descriptions of live action.

### Press Room

A press room, located on the northeast corner of the arena, will be available for members of the media for the purpose of filing stories. Box scores will be made available at halftime and at the end of each contest to credentialed members of the working press. Programs will also be available to credentialed members of the working press.

**Members of the working press who have did not request credentials in advance are asked to purchase a ticket from the box office and cover the game from their arena seat. Gameday credential requests WILL NOT be honored.**

## COMMON REIMBURSEMENT POLICY

### BASKETBALL REGIONAL AND CIF/STATE CHAMPIONSHIPS

The CIF's reimbursement policy is based on three factors: safety, consistency, and an attempt by the CIF to defray some of the costs associated with participation in these championship events.

#### **Safety**

The most important factor is the safety of student-athletes and their coaches and administrators who travel to CIF-sponsored regional and state championship events. A team that travels a great distance to participate in an evening contest may request an overnight stay if they are unable to safely return to their school site. 150 miles (one way) is the arbitrary distance beyond which a team qualifies for an overnight stay. Some schools may choose to return home after an evening event, even if they are more than 150 miles from the game site, because they feel it is safe to do so. Teams who travel more than 150 miles one-way to the game but play at a time that safely allows them to travel to and from the game site on the same day will not be granted overnight approval.

In some cases it is possible to request reimbursement, even if the one-way miles are less than 150, if the safety of student-athletes is of concern.

#### **Consistency**

Over 180 teams will participate in regional and state championships in basketball this year. The CIF has one policy governing these 180+ schools, not individual policies for each school. The CIF recognizes that all participating schools are governed by different district policies, different travel needs and geographic issues. The CIF policy is flexible enough to account/allow for some of those differences. For example, 150 freeway miles are not the same as 150 mountain miles. **HOWEVER, prior approval must be obtained through the tournament director.**

### **REIMBURSEMENT EXPENSES**

The CIF reimbursement policy is designed to help defray many of the major costs associated with participation in the basketball championships. It is not designed to totally reimburse all schools for all costs. Schools are reimbursed at the rate approved by the State Federated Council, which is comprised of representatives of all ten sections.

#### **Traveling Party**

Reimbursable expenses for the traveling party of basketball teams will be limited to 15 student-athletes and 2 adults. Schools may take additional personnel at their own expense.

#### **Mileage**

Please consult the Official Statement of Travel and Expense form in the appendices to find the appropriate ground/air mileage rate for your school. CSAA, MapQuest, etc. computations will be used to determine mileage figures. The CIF will not reimburse for rental vehicles or mileage for rental vehicles for those teams choosing the air travel option.

- Schools traveling more than 150 miles, one way, to a contest site and who do not stay overnight may request up to an additional \$200.00 reimbursement for the cost of an additional bus driver. This request must be approved in advance by the CIF tournament director and may only be used to help defray the cost of an additional bus driver.

### **Lodging (PRIOR APPROVAL FROM TOURNAMENT DIRECTOR REQUIRED)**

Teams traveling more than 150 miles, one way, to a contest and who receive advance approval, may elect to spend the night at the headquarters hotel. If granted approval by the tournament director, please consult the Official Statement of Travel and Expense form in the appendices to determine your school's lodging allowance. Additional rooms are the financial responsibility of the school. No team will be allowed more than one night's lodging. In order to receive lodging reimbursement, NorCal teams must stay at the team headquarters hotel. NorCal teams that do not stay at the team Headquarters Hotel will not be reimbursed by the CIF. Please see pages 21 and 22 for Headquarters Hotel reservation information. If SoCal Teams would like lodging, alternative accommodations may be arranged. Please contact the Tournament Director. SoCal Teams will be reimbursed if they meet CIF Reimbursement Policy requirements and have obtained prior approval from the Tournament Director.

### **Meals (PRIOR APPROVAL FROM TOURNAMENT DIRECTOR REQUIRED)**

Teams traveling more than 150 miles, one way, to a contest site and who elect to spend the night at the headquarters hotel may qualify for a meal allowance. Please consult the Official Statement of Travel and Expense form in the appendices to see if your school qualifies for a meal allowance. If you have any questions, please contact the tournament director.

Schools must complete the Official Statement of Travel and Expense and submit it to the CIF State Office by Tuesday, April 6, 2010 to qualify for reimbursement expenses. The policy outlined above is in effect for all CIF-sponsored basketball contests; preliminary rounds, the regional championships, and the CIF State championships.

## **FINANCIAL ACCOUNTING**

**Report Due Dates** - All financial reports for the State Championship games must be forwarded to the State CIF office by Tuesday, April 6, 2010.

**School Rebates** - Schools may choose to pre-sell tickets at their school sites for the State Championship games held at Rabobank Arena. A rebate of \$1.00 per ticket maybe earned by schools pre-selling tickets; to qualify for this rebate, a school must pre-sell more than 100 tickets.

### **Ticket Sales**

Unsold general admission tickets for Friday, March 26 games **must be returned to the tournament director at the participant pass gate (South loading dock)** by 4:00 pm that Friday. Unsold general admission tickets for Saturday, March 27 **must be returned to the tournament director at the participant pass gate (South loading dock) 1 hour prior to your scheduled game time.** Checks for tickets sold should be made out to the California Interscholastic Federation. Please include a copy of the **Pre-Sale Ticket Control Sheet** when you return your tickets to the tournament director. **Your school will be held accountable for all tickets not returned to the deadline.**

All participating teams shall completely fill out the Official Statement of Travel and Expense and send it to:

**STATE CIF OFFICE**  
**Attention: Bobbi Madsen**  
**4658 Duckhorn Drive**  
**Sacramento, CA 95834**  
**(916) 239-4477 - Phone**  
**(916) 239-4478 - Fax**  
**[bmadsen@cifstate.org](mailto:bmadsen@cifstate.org)**

**Please send all checks, and forms in ONE package/envelope.**

## **APPENDICES – FORMS**

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<b>Pursuing Victory with Honor .....</b>	<b>18-19</b>
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# SCHOOL INFORMATION SHEET/PASS GATE LIST

## CIF STATE CHAMPIONSHIPS – MARCH 26<sup>th</sup> & 27<sup>th</sup>

**TO:** PRINCIPALS OF PARTICIPATING SCHOOLS  
**FROM:** MICHAEL S. GARRISON, CIF STATE CHAMPIONSHIP TOURNAMENT DIRECTOR  
**SUBJECT:** SCHOOL INFORMATION SHEET/PASS GATE LIST

Please complete this School Information Sheet, which will also serve as a pass gate list for your school for the CIF State Basketball Championships. This information sheet is to be faxed to Mike Garrison @ **916-632-0305** no later than noon Wednesday, March 24, 2010.

### MUST BE FAXED NO LATER THAN NOON MARCH 24, 2010

School Name \_\_\_\_\_ School Phone \_\_\_\_\_

Supervising Administrator \_\_\_\_\_ Phone \_\_\_\_\_

Finance Director \_\_\_\_\_ Phone \_\_\_\_\_

Athletic Director \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_

Head Coach \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_

Assistant Coach \_\_\_\_\_ Assistant Coach \_\_\_\_\_ Trainer \_\_\_\_\_

**(The names of the 15 players to be admitted at the pass gate will be taken from the Team Information Form)**

Rooting Section Supervisors/faculty Personnel \_\_\_\_\_

Spirit Squad Supervisor \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_

**(Up to 10 uniformed members of your school's spirit squad may enter the pass gate with this supervisor)**

Will you have a mascot on the floor with the spirit squad? \_\_\_\_\_ Yes \_\_\_\_\_ No

Will you be performing at Halftime? \_\_\_\_\_ Yes \_\_\_\_\_ No

Pep Band Supervisor \_\_\_\_\_ Phone \_\_\_\_\_ Cell \_\_\_\_\_

**(Up to 12 members of your pep band with their instruments may enter the pass gate with this supervisor)**

Will your school have a Student Photographer? \_\_\_\_\_ Yes \_\_\_\_\_ No Name \_\_\_\_\_

Student/group that wishes to sing the national anthem? \_\_\_\_\_ Yes \_\_\_\_\_ No Name \_\_\_\_\_

**(In 2010 priority to sing the national anthem goes to the Southern California Teams)**

\_\_\_\_\_  
Principal's Name

\_\_\_\_\_  
Principal's Signature

Schools are expected to monitor and control their spectator's behavior at all CIF contests. Please be sure that you have sufficient supervisory personnel to ensure a safe, fair, and positive competition for all student-athletes and fans.

Thanks for your help and cooperation with this critical component of our CIF Championships.

Michael S. Garrison, State Basketball Tournament Director

5301 Victory Lane

Rocklin CA 95765

Phone: 916-257-1517 Fax: 916-632-0305

e-mail: [mgarrison@rocklin.k12.ca.us](mailto:mgarrison@rocklin.k12.ca.us)

# **PURSUING VICTORY WITH HONOR<sup>sm</sup>**

## The Operating Principles of the CIF

1. The essential elements of character building and ethics in CIF sports are embodied in the concept of sportsmanship and six core principles: trustworthiness, respect, responsibility, fairness, caring and good citizenship. The highest potential of sports is achieved when competition reflects these “six pillars of character.”
2. It’s the duty of School Boards, superintendents, school administrators, parents and school sports leadership -including coaches, athletic administrators, program directors and game officials - to promote sportsmanship and foster good character by teaching, enforcing, advocating and modeling these “six pillars of character.”
3. To promote sportsmanship and foster the development of good character, school sports programs must be conducted in a manner that enhances the academic, emotional, social, physical and ethical development of student-athletes and teaches them positive life skills that will help them become personally successful and socially responsible.
4. Participation in school sports programs is a privilege, not a right. To earn that privilege, student-athletes must abide by the rules and they must conduct themselves, on and off the field, as positive role models who exemplify good character.
5. School Boards, superintendents, school administrators, parents and school sports leadership shall establish standards for participation by adopting and enforcing codes of conduct for coaches, athletes, parents and spectators.
6. All participants in high school sports must consistently demonstrate and demand scrupulous integrity and observe and enforce the spirit as well as the letter of the rules.
7. The importance of character, ethics and sportsmanship should be emphasized in all communications directed to student-athletes and their parents.
8. School Boards, superintendents, school administrators, parents and school sports leadership must ensure that the first priority of their student-athletes is a serious commitment to getting an education and developing the academic skills and character to succeed.
9. School Boards, superintendents, principals, school administrators and everyone involved at any level of governance in the CIF must maintain ultimate responsibility for the quality and integrity of CIF programs. Such individuals must assure that education and character development responsibilities are not compromised to achieve sports performance goals and that the academic, social, emotional, physical and ethical well-being of student-athletes is always placed above desires and pressures to win.
10. All employees of member schools must be directly involved and committed to the academic success of student-athletes and the character-building goals of the school.

11. Everyone involved in competition including parents, spectators, associated study body leaders, and all auxiliary groups have a duty to honor the traditions of the sport and to treat other participants with respect. Coaches have a special responsibility to model respectful behavior and the duty to demand that their student-athletes refrain from disrespectful conduct including verbal abuse of opponents and officials, profane or belligerent trash-talking, taunting and inappropriate celebrations.
12. School Boards, superintendents, and school administrators of CIF member schools must ensure that coaches, whether paid or voluntary, are competent to coach. Training or experience may determine minimal competence. These competencies include basic knowledge of: 1) The character building aspects of sports, including techniques and methods of teaching and reinforcing the core values comprising sportsmanship and good character. 2) The physical capabilities and limitations of the age group coached as well as first aid. 3) Coaching principles and the rules and strategies of the sport.
13. Because of the powerful potential of sports as a vehicle for positive personal growth, a broad spectrum of school sports experiences should be made available to all of our diverse communities.
14. To safeguard the health of athletes and the integrity of the sport, school sports programs must actively prohibit the use of alcohol, tobacco, drugs and performance enhancing substances, as well as demand compliance with all laws and regulations, including those related to gambling and the use of drugs.
15. Schools that offer athletic programs must safeguard the integrity of their programs. Commercial relationships should be continually monitored to ensure against inappropriate exploitation of the school's name or reputation. There should be no undue influence of commercial interests. In addition, sports programs must be prudent, avoiding undue dependency on particular companies or sponsors.
16. The profession of coaching is a profession of teaching. In addition to teaching the mental and physical dimensions of their sport, coaches, through words and example, must also strive to build the character of their athletes by teaching them to be trustworthy, respectful, responsible, fair, caring and good citizens.

## Radio/Television Agreement Form

### Radio Rights Fees

Radio rights fees for the State basketball finals are as follow:

Category	1 <sup>st</sup> Round (March 9-10)	2 <sup>nd</sup> Round (March 12)	Regional Finals (March 14)	State Finals (March 20-21)
Live Commercial	\$225	\$325	\$375	\$450
Live Non-Commercial	\$112	\$162	\$187	\$225
Delayed Commercial	\$175	\$275	\$325	\$375
Delayed Non-Commercial	\$87	\$137	\$162	\$187

Name of Radio/Television Station: \_\_\_\_\_

Contact Person \_\_\_\_\_

Address of Affiliation: \_\_\_\_\_

Telephone Number: (    ) \_\_\_\_\_ Fax Number:(    ) \_\_\_\_\_

Area of Coverage: \_\_\_\_\_

Game(s) Contracted For: \_\_\_\_\_

Agreed Upon Rights Fee: \_\_\_\_\_

Number of Times (estimate) making mention of CIF \_\_\_\_\_

\_\_\_\_\_  
Signature – Station Representative

\_\_\_\_\_  
Signature – CIF Representative

**REMINDER:** Fees must be submitted prior to broadcast. Send rights fees to:  
Quwan Spears, State CIF Office, 4658 Duckhorn Drive, Sacramento, CA 95834

*Headquarters Hotel for NorCal Teams - California Interscholastic  
Federation State Basketball Championships  
Team Rate is \$89 per Night*

(please see the following page for team reservation instructions)



Bakersfield Marriott at the Convention Center  
801 Truxton Avenue  
Bakersfield, CA 93301  
661-323-1900

**This is the hotel for the Northern California teams. If a school from Southern California wants to book a hotel, alternate accommodations may be arranged. Please contact the Tournament Director.**

## **TEAM HOTEL RESERVATION INSTRUCTIONS**

**(Teams not staying at the Headquarters will not be reimbursed by the CIF)**

**Only Northern California Teams are allowed to stay at Bakersfield Marriott at the Convention Center.** Please make all reservations by email through Kimberly Williams at the Marriott: [Kimberly.Williams@bakersfieldmarriott.com](mailto:Kimberly.Williams@bakersfieldmarriott.com). She will send you a reply that your email was received. Once all reservations for the individual teams have been registered with Kimberly Williams, she will email each team their confirmation numbers (these confirmations will be sent to the person who submitted the original email reservation). Teams rooms are guaranteed as long as reservations are emailed to Kimberly Williams by 4:00 p.m. on Monday, March 22, 2010.

When emailing your team's reservation, please provide the following information:

Coach Contact Name

School Name

School Address

School Telephone and Fax Number

Email address of the point of contact person

Rooming List

Number of guest rooms needed



**OFFICIAL STATEMENT OF TRAVEL AND EXPENSE- CIF STATE BASKETBALL**  
 (Please complete a separate form for each travel day)

School Name: \_\_\_\_\_

Game Site: \_\_\_\_\_

Division: I II III IV V (circle one)

Male/Female (circle one)

Date: 26 27 (circle one)

**Note: If your team did not travel more than 150 miles one-way and you were not granted prior approval by the tournament director to file for hotel and/or meal reimbursement, please complete Parts I, II, and V only. If your team traveled more than 150 miles one-way and you received prior approval from the tournament director for hotel and meal reimbursement, please complete the entire form.**

**Part I: Official Traveling Party** (up to 15 student-athletes and 2 adults)= \_\_\_\_\_ in travel party

**Part II: Ground/Air Travel (choose one of following three options; RT = round trip)**

If traveling by van: \_\_\_\_\_ RT miles @ \$1.25/mile for one van = \$ \_\_\_\_\_

If traveling by bus between 1-399 miles RT: \_\_\_\_\_ RT miles @ \$1.50/mile for one bus = \$ \_\_\_\_\_

If traveling by bus/air 400+ miles RT: \_\_\_\_\_ RT miles @ \$2.25/mile for one bus/air = \$ \_\_\_\_\_

**Part III: Lodging Allowance (if traveling over 150 miles one-way/prior approval required – one night limit)**

# in travel party (from Part I) \_\_\_\_\_ ÷ 2 = \_\_\_\_\_ rooms (round-up if needed) @ \$89.00/rm. = \$ \_\_\_\_\_

**\*\*Max. of 9 rooms for travel party of 17 (Please include the original hotel receipt)\*\***

**Part IV: Meal Allowance (if traveling over 150 miles one-way, choose one of the following three options)**

Teams traveling 151-300 miles one-way **without hotel stay**:

# in travel party (from Part I) \_\_\_\_\_ @ \$12.00 = \$ \_\_\_\_\_

Teams traveling 151-300 miles one-way **with approved hotel stay**:

# in travel party (from Part I) \_\_\_\_\_ @ \$20.00 = \$ \_\_\_\_\_

Teams traveling 301+ miles one-way **with approved hotel stay**:

# in travel party (from Part I) \_\_\_\_\_ @ \$30.00 = \$ \_\_\_\_\_

**Part V: Total Reimbursement Requested: Part II + Part III + Part IV = \$ \_\_\_\_\_**

Submitted by: \_\_\_\_\_ (please print)

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Approved by School Principal: \_\_\_\_\_

**STATE CIF OFFICE  
 4658 DUCKHORN DRIVE  
 SACRAMENTO, CA 95834  
 ATTN: FINANCE DIRECTOR**

**RETURN THIS FORM TO THE CIF OFFICE NO LATER THAN APRIL 6  
 PLEASE MAKE A COPY FOR YOUR RECORDS!**