

Grants-Cibola County Schools Athletic Handbook

- I. **INTRODUCTION** The legacy and vision of the Grants/Cibola County School Community is to produce students who are life-long learners and productive citizens of character and pride. Since the court, track, and playing field are extensions of the classroom, the same goals, standards and principles are expected in those places of learning.

- II. **PHILOSOPHY AND PURPOSE OF THE INTERSCHOLASTIC ATHLETIC PROGRAM**
 - A. The major goal of an interscholastic athletic program is the same as any other educational program--to provide youth with the opportunity to develop to their maximum potential. In this case, the program provides for development of physical and mental skills through competitive athletics, which enhances students' personal and social skills. Competitive athletics generates a pride in achievement; an appreciation of team effort, hard work, and fair play; respect for rules of the game; and respect for the abilities of others. It should be noted that participation in athletic activities is a privilege offered to and earned by students.

 - B. Interscholastic athletic programs are designed to give special opportunity for maximum development of athletic skills for physically gifted students. However, every student who is interested in athletics should have the opportunity to compete for positions on teams. The talented student is expected to give more and produce more because of that talent. An athlete gains a healthy respect for self and others and values diligence, achievement, and excellence. These are the positive reasons for providing a program of athletic competition.

 - C. A sound athletic program must be based on sound educational principles. Every activity sponsored and supported by the schools must be considered a phase of the educational process. If an athletic program does not serve positive educational goals, the expenditure of time and money is not justified. Athletics are an integral part of the total educational program. They are extracurricular only in the sense that they are assigned time outside of the students' academic class schedule. The academic and athletic programs should be mutually complementary.

 - D. A coach should be a dedicated teacher who has a great influence on students. As a professional educator, the coach should set high standards and serve as a model for students. A coach has the responsibility to be a teacher first and a coach second. A coach should be a professional who works closely with the administration, teachers, and counselors. A worthy coach will stress the importance of achievement in all endeavors as well as sports. A coach must work continually with the student body, parents and general public to help them understand the relationship between the goals of education and interscholastic athletics. As an educational endeavor, the coach identifies and strives to attain specified objectives through methods and techniques based on sound principles of learning.

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III. OBJECTIVES OF ATHLETICS

- A. Development of Physical Fitness:** The most obvious objective of athletics is the development and maintenance of physical fitness. The student who participates in athletics will improve physically and mentally while learning activities that will maintain a high level of physical fitness. Many activities in their entirety carry over into adult life as vocational or recreational pursuits. Some activities do not, but the skills and attitudes developed contribute to continued fitness.
- B. Development of Skills and Mental Alertness:** A sport is learning activity—the rules, the principles, the individual skills, and the cooperative effort. An individual learns to make decisions under stress—something that is frequently missing in adolescent experience. A student learns to think quickly and react to changing conditions. He/She learns to accept the consequence of his/her choices. The student learns that practice and discipline provide the resources to implement choices effectively.
- C. Development of Personal Qualities:** The coach through the interscholastic program encourages the participants to:
 - 1. Develop self-pride
 - 2. Identify with the team members and the school
 - 3. Learn teamwork
 - 4. Earn self-discipline in the acquiring of skills necessary to the sport
 - 5. Learn to make decisions and operate under pressure
 - 6. Respect the necessity for authority and the needs of the group
 - 7. Succeed in the total educational academic program
 - 8. Develop good sportsmanship and conduct
- D. Development of Character:** The coach maintains an emphasis on character education through the development of:
 - 1. Trustworthiness
 - 2. Respect
 - 3. Responsibility
 - 4. Fairness
 - 5. Caring
 - 6. Citizenship
- E. Development of Community Acceptance and Pride:**
 - 1. Develop a positive public image of the district athletic program.
 - 2. Works toward being consistently competitive in all sports.
 - 3. Encourages active community support and involvement.

IV. FUNDING

- A. Funding of Athletic Program:** The responsibility of providing the necessary funds to support the athletic program lies with the Board of Education and the Grants/Cibola County School's administration. Some of the funds to meet expenditures are allocated in the District's operational budget; however, the Athletic Office relies heavily on resources from gate receipts.

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- B. Fundraising:** The objective of any Grants/Cibola County Schools Athletics fundraising program is to develop a progressive and deliberate enterprise to provide additional resources for nonrecurring expenses.
- C. Fundraising Procedures:** New Mexico Statutes will govern all fundraising and expenditures that are considered by definition to be “public fundraising”. A fundraising request form must be submitted for each fundraising activity. Student Senate will look at each request form and will approve/deny.

IV. SCHEDULING

A. Grants/Cibola County Schools Athletics Schedule Guidelines

1. Game scheduling should minimize time away from the classroom.
2. If possible schedule non-conference games during first part of the season.
3. Consider scheduling local area teams for non-conference games.
4. Consider scheduling teams that do not require extensive travel such as Gallup, Thoreau, Albuquerque, etc.
5. No unnecessary overnight travel.
6. Due to limited funds it will be necessary to curtail overnight trips. There are specific situations that may be allowable for overnight stay such as having to play two conference games away on consecutive nights and the distance to Grants/Laguna Acoma makes it inadvisable to return home. Scheduling of two consecutive nonconference games away from home for the purpose of “arranging” an overnight trip is prohibited. The Site Athletic Coordinator in consultation with the principal will determine all other situations that merit consideration for overnight stay.
7. Return from Tournament Play (away from Grants) Teams qualifying for participation in State Tournaments as well as those competing in District/Invitational Tournaments will be expected to return home after being eliminated. Budget limitations do not permit the district the luxury of allowing teams to remain at the tournament through the championship game.
8. Release time for athletic contests should be kept to a minimum. Early dismissal for games should be scheduled so those athletes maximize class time. Arriving significantly early to athletic contests will not be tolerated.

VI. POSTPONEMENT OF ATHLETIC CONTESTS

- A.** Postponement of any athletic contests because of inclement weather or playing conditions/facility problems will be determined and announced by the school principal or his/her designee.
- B.** On-Campus Sports
 1. Postponement of any athletic contests because of inclement weather or playing conditions/facility problems will be the responsibility of the school principal or his/her designee.
 2. Direct personal call/contact with the visiting coach and assignor/officials announcement of postponement is the responsibility of the school principal or his/her designee.

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3. As soon as possible after the postponement the school principal or his/her designee should consult with the visiting athletic office to arrange make-up date and time. The District Athletic Office will then notify the official assignor.
4. In case of cancellation for reasons other than inclement weather or playing conditions (facility problems); the school principal or his/her designee will work in conjunction with the opposing scheduler to reschedule the event. Due to potential communication and scheduling problems rescheduling may be limited.

VII. TRANSPORTATION OF STUDENTS

- A. Transportation of Athletes by Coaches-** Staff members should be advised that they are not permitted to transport athletes to or from practices and/or games unless they have met the district transportation requirements and are using a school owned vehicle. In case of emergency, the staff member should contact an administrator to arrange transport of the athlete.
- B. Method of Transportation-** The District provides round trip transportation for all out-of-town contests. This is the only method of transportation allowed, including coaches. An exception may be made only if the parents or guardians provide written authorization, signed by an administrator, to the coach that they will transport the athlete. An authorized number of student athletes plus managers, coaches, and trainers constitute the normal travel group. If necessary, administrative personnel or the principal's designee may travel with the team. On a space available basis, the principal may allow cheerleaders or similar groups and their designated sponsor(s) to travel on the same bus with an athletic team. All others are prohibited from riding in a bus transporting a Grants/Cibola County School's athletic team.
- C. Grants/Cibola County Schools Transportation Guideline**
 1. Bus schedule changes should be made at the time of any scheduled event change
 2. Cancellations should be made as soon as possible, but a minimum of 24 hours prior.
 3. The only authorized pick-up/drop off will be the school for all sports.
- D. Conditions of Use**
 1. To provide transportation for student-athletes, managers, trainers, coaches, and administrators only.
 2. Athletes and coaches are to be picked up and dropped off at the school site only. No other pick-up or drop-off sites will be permitted.
 3. Buses need to remain on site during contests except for refueling.
 4. Personal property left on the bus is the sole responsibility of the owner.
 5. Departure must occur in a timely manner after completion of local contests.
 6. In conjunction with the Superintendent, the Transportation Coordinator or his designee (can be the driver are responsible for decisions regarding weather, safety, etc.).
 7. When Co-ed teams travel together, teams must be separated to the front/back of the bus (example: girls must sit in the front of the bus and boys in the back of the bus, or vice versa).
 8. When 8th graders are part of a JV/Varsity sport they must be seated in the front of the bus.
- E. Two across seating will be assumed for all athletic travel, unless emergencies arise. The appropriate activity buses will be assigned to teams in accordance with distances to be traveled.**

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In cases of scheduling conflicts, teams traveling greater distances will be given priority with regard to activity buses. Transportation of student athletes will take into consideration gender equity and appropriateness of equipment.

- F. STUDENT RELEASE FORM POLICY** Student release forms should be given to coaches 24 hours before the scheduled trip takes place. The forms can be picked up from the Site Athletic Coordinator or from the coach. The forms must have the appropriate signatures and students **may only be released to a parent or guardian.**

VIII. ADMISSIONS

A. Admissions Policy

1. Pre-school children admitted free when accompanied by parent.
2. Student admission extended to all Grants/Cibola County Schools students.

B. Admission Prices—All Sports

1. Varsity and Varsity/JV/C Combinations
Adults-\$5.00
Students and Senior Citizens-\$3.00
Athletes in season-free of charge
2. Middle School – All sports
Adults--\$3.00
Senior Citizens--\$2.00
Students--\$1.00
Athletes in season—free of charge

C. District Employees, Board Member

1. District employees with district identification badges will be permitted to sign-in.
2. Admission is available for all regular season events sponsored by the Grants/Cibola County Schools.
3. Employees who work at the site will be given a + 1 free entry. District employees must present identification badge to be given one free entry.

IX. PRAYER

In accordance with Grants/Cibola County Schools directives, any activities related to religious issues and ceremonies must be student initiated and “religion neutral” (neither promoting nor inhibiting religious beliefs) so as to assure comfort to all students.

X. OFFICIALS

- A.** Sports Officials are protected under New Mexico Law. Senate Bill 400, passed by the State legislature in 2001 and signed into law by the Governor, prohibits any assault or battery upon a sports official.
- B.** Whoever commits simple assault upon a sport’s official is guilty of a misdemeanor. Simple assault includes but is not limited to any threat or menacing conduct, which leads the sports official to believe he is in danger of receiving an immediate battery.

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- C. Whoever commits an assault upon a sports official is guilty of a fourth degree felony. Assault includes but is not limited to the unlawful touching or application of force to the person of a sports official with intent to injure that sports official while he is in the lawful discharge of his duties.
- D. Whoever commits an aggravated assault upon a sports official is guilty of a third degree felony. Aggravated assault includes but is not limited to striking at a sports official with a deadly weapon, menacing a sports official while wearing a disguise to conceal ones identity or assaulting a sports official with the intent to commit any felony.
- E. Assault with intent to commit a violent felony upon a sport official, which includes assault with intent to kill the sports official, is a second-degree felony.

XI. CONDUCT- Participating in sports for Grants Cibola County Schools is a privilege. Student athletes are held in the highest regard and are seen as role models in the community. As leaders you have the responsibility to represent your team, your school, and yourselves in a positive manner at all times.

- A. School sponsored or approved extracurricular activities are an important part of the school program and offer students the opportunity to participate in a variety of activities not offered during the regular school day. School sponsored or approved extracurricular activities are provided for the enjoyment and opportunity for involvement they afford the students.
- B. Spectators are permitted to attend school sponsored or approved extracurricular activities only as guests of the school district, and accordingly as a condition of such permission, they must comply with the school district's rules and policies. Spectators will not be allowed to interfere with the enjoyment of the students participating, other spectators or with the performance of employees and officials supervising the school sponsored or approved extracurricular activity. Spectators, like the student participants, are expected to display mature behavior and sportsmanship. The failure of spectators to do so is not only disruptive but also embarrassing to the students, the school district and the entire community.
- C. To protect the rights of students to participate without fear of interference, and to permit the sponsors and officials of sponsored or approved extracurricular activities to perform their duties without interference, the following provisions are in effect:
 - 1. Abusive, verbal or physical conduct of spectators directed at participants, officials or sponsors of sponsored or approved extracurricular activities or at other spectators will not be tolerated
 - 2. Verbal or physical conduct of spectators that interferes with the performance of students, officials or sponsors of sponsored or approved extracurricular activities will not be tolerated.
 - 3. The use of vulgar, or obscene or demeaning language directed at students, officials or sponsors participating in a sponsored or approved extracurricular activity or at other spectators will not be tolerated.
 - 4. If a spectator at a sponsored or approved extracurricular activity becomes physically or verbally abusive, uses vulgar, or obscene or demeaning language, or in any way impedes the performance of an activity, the spectator may be removed from the event by the individual

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in charge of the event and the superintendent may recommend the exclusion of the spectator at future sponsored or approved extracurricular activities.

5. Upon recommendation of the superintendent, the Board shall cause a notice of exclusion from sponsored or approved extracurricular activities to be sent to the spectator involved. The notice shall advise the spectator of the school district's right to exclude the individual from school district activities and events and the duration of the exclusion. If the spectator disobeys the school official or district's order, law enforcement authorities may be contacted and asked to remove the spectator. If a spectator has been notified of exclusion and thereafter attends a sponsored or approved extracurricular activity, the spectator shall be advised that his/her attendance will result in prosecution. The school district may obtain a court order for permanent exclusion from future school sponsored or approved activities.
6. The Executive Director of NMAA may invoke penalties upon a member school for actions, which violate the principles of "Compete with Class." These actions include, but are not limited to, hindering the normal progress of an event, creating situations that may lead to the restriction or discontinuance of interscholastic competition, or endangering or threatening the personal safety of any individuals involved. Unsportsmanlike conduct by coaches, students, and/or spectators may cause the school or individual to be placed on probation or suspension for 180 school days/365 calendar days. (Bylaw 7.7.4)

D. Social Media- Student athletes should be aware that third parties, including the media, teachers, coaches, school officials and future employers could easily access your profiles and view all personal information. This includes all pictures, videos, comments and posts. Examples of inappropriate and offensive behaviors concerning online communities may include depictions or presentations of the following:

1. Photos, videos, comments or posts showing the personal use of alcohol, drugs and tobacco e.g. no alcoholic beverages, shot glasses, drug paraphernalia etc.
2. Photos, videos, and comments that are sexual in nature. This includes links to websites of pornographic nature and other inappropriate material.
3. Pictures, videos, comments of posts that condone drug-related activity. This includes but is not limited to images that portray the personal use of drugs and drug paraphernalia
4. Content online that is unsportsmanlike, derogatory, demeaning or threatening toward any other individual or entity (examples: derogatory comments regarding your school and/or another school, taunting comments aimed at a student athlete, coach or team, and derogatory comments against race and/or gender etc.)
5. No post should depict or encourage unacceptable, violent or illegal activities (examples: hazing, sexual harassment/assault, gambling, discrimination, fighting, vandalism, academic dishonesty, underage drinking, and illegal drug use).

XII. PARENT—COACH GUIDELINES

A. Communication You Should Expect From Your Child's Coach

1. Parent/Guardian meeting.
2. Philosophy of the coach.
3. Expectations the coach has for your child.

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4. Locations and times of all practices and contests.
5. Team requirements, i.e., fees, special equipment, off season conditioning, etc....
6. Procedures to follow should your child should get hurt during participation.
7. Participant conduct code and discipline.
8. Requirements to earn a letter.
9. Eligibility requirements.

B. Communication Coaches Expect From Parents

1. Concerns expressed directly to the coach first.
2. Notification of schedule conflicts well in advance.
3. Specific concern in regard to a coach's philosophy and/or expectations.

C. Appropriate Concerns to Discuss With Coaches

1. The treatment of your child, mentally and/or physically.
2. Ways to help your child improve.
3. Concerns about your child's behavior.

D. Issues Not Appropriate to Discuss With Coaches

1. Playing Time
2. Team Strategy
3. Play Calling
4. Matters concerning other student athletes.

E. Procedure for Discussing a Concern With a Coach

1. Do not attempt to confront a coach before or after a contest or practice. These can be emotional times for both the parent and coach. Meetings of this nature do not promote resolutions and even exacerbate the issue.
2. Grants/Cibola County Schools follows the chain of command.
 - a. Call the Site Athletic Coordinator or the Coach to set up an appointment with the coach.
 - b. If the meeting with the coach did not provide a solution then call and set up an appointment with the school principal. At this meeting the next step can be determined

XIII. PARTICIPATION AND COACHING

- A.** In-Season Participation and Coaching These guidelines (in addition to the general eligibility guidelines) apply to all students during the season, i.e. from the first day of legal practice through the state championship event.
- B.** Any eligible student has the right to try out for any sport and be evaluated on merit and performance. Selection of team members shall not be made on any basis other than ability and compliance with regulations established by NMAA and the Grants/Cibola County Schools Board of Education. Students shall have free choice of sports without dictation, condition or coercion.
- C.** Academically ineligible students may not tryout for, or participate in, a sport if they are ineligible on the first official day of practice. (As determined by the NMAA).
- D.** Attendance
 1. Students practice only if they are present for **all periods that day**. If a student is absent from any period, they will not participate in any activity, game, or practice that day.

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2. Exception—Pre-approval from an administrator before absence takes place. If a student receives In School Suspension (ISS) or Out of School Suspension (OSS) for a referral, that student will miss practice the same number of days as they are in ISS or OSS.
3. Students sent to ISS must have a written referral for disciplinary action to be imposed, at the administrator's discretion.
4. If a game or activity is on a Saturday, students must be present at every class on Friday, unless they have pre-approval from an administrator.
5. A game or activity may be canceled at the discretion of the principal and Superintendent.
6. If there is no school, or if school is dismissed early, due to weather conditions there will be no practice or activity.

E. Quitting a Sport

1. Commitment. Having selected a sport, a student athlete shall not quit the sport in season to try out for another sport or take part in an off-season program, until the sport in season terminates. Exceptions may be made at the discretion of the School Principal
2. Quitters Lists. A student who drops out of a sport shall not be subjected to ridicule or embarrassment. No quitters list of any description shall be kept or displayed.

F. Practice Sessions- These are vital for both the student athlete and the team. It is for this reason that the student athlete should meet all attendance requirements as set forth by the head coach and as designated in the New Mexico Activities Association Handbook. There are extenuating circumstances, which may prevent a student from being present at all sessions. It is the responsibility of the parent to notify the coach prior to an absence and to present a valid reason for non-attendance.

G. Pre-Competition Practice- Football athletes must have 10 days of practice prior to competition. All other fall sport athletes must have 5 days of practice prior to competition. Winter/Spring sports must have 5 days of practice unless they participated in the most immediate previous season. Up to 5 days may be waived upon petition of NMAA for participation in Advanced Physical Conditioning.

H. School and Religious Holidays- Students missing practice/events during school designated and recognized as religious holidays will not be penalized.

I. Travel- Parent(s), guardian(s), and student will assume all legal responsibility for the personal safety and actions of the student while the student is traveling to and from practices and games when Grants/Cibola County Schools do not provide the transportation.

J. Time and game limits as prescribed by the NMAA shall apply to all students.

K. Dual Participation (NMAA Rule 414.3)—Non-School Competition

1. Permission. The School principal may grant permission to his/her students who wish to participate simultaneously in school and non-school competition as an individual and/or team member if all of the following conditions are met:
 - a. The non-school organization or student presents a list of participants and dates of non-school competition to the school principal prior to the beginning of the non-school competition in that sport.
 - b. There is not a conflict with the school's practice or competition schedule. School Principal determines conflict, if any.

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- c. Game limitations in team sports (football, basketball, volleyball, baseball, softball, and soccer), as set by the NMAA or the local school district shall apply. Games, school and/or non-school, from the first day of permissible legal practice to the state championship count toward the limit. Non-school meets/matches in individual sports (cross-country, wrestling, golf, tennis, and track) will not count toward the NMAA team limits.
- d. Any student participating in non-school competition, which do not have already established minimums, must participate in at least (3) school sponsored meets in order to be eligible to enter the district or state meet. (This applies to all sports, which do not already have established minimums).
- 2. **Penalty-** Any student participating in non-school competition without the written permission of the school principal shall be ineligible for school competition. Ineligibility shall be for that particular sport season only.
- 3. **Sunday Practices-** Sunday practices or meetings of any kind are prohibited except high school varsity teams involved in NMAA District or State Tournament games scheduled on Monday. In this case practice may be held on Sunday, not to exceed 60 minutes and beginning after 1:00 P.M., with the approval of the school principal.
- L. **Dual Participation—School Sponsored Sports.** Nothing precludes a student from participating in more than one sport per school year. Students will not be discriminated against because of their desire to play more than one sport during a sports season.
 - 1. If a student can and desires to participate in more than one sport during the same sport season, the respective Head Coaches affected shall meet and work out the level of participation and practice time necessary for the athlete to compete at the highest level possible in both sports. The agreement shall be in writing and approved by the school principal. A copy of the agreement will be kept on file with the Site Athletic Coordinator.
- M. **Additional Requirements-** The school may establish additional rules and regulations, which must be approved by the school principal and distributed to the students in writing. These regulations must conform to the philosophy and purpose of the interscholastic athletic program adopted by the Board of Education.

XIV. MIDDLE SCHOOL PROGRAMS

- A. Eighth grade students will be allowed to participate in high school athletics if there is no athletic program available at the middle school.
- B. Middle school sports have been established in the Grants/Cibola County Schools because GCCS is vitally interested in the welfare and development of seventh and eighth grade students. A properly administered athletic program can enhance their overall education.
- C. Consideration should be given to the fact that there is a substantial range in individual differences between seventh and eighth grade students and high school students, i.e., age, body build, interests, ability, experience, health, and stages of physiological, emotional, and social maturity. Compensation for these differences should be taken into consideration in practice and in games.

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- D. The Grants/Cibola County Schools have established programs in volleyball, girls and boys basketball, football, and track at the middle school. High school sports not offered at the middle school level are soccer, cross-country, baseball, softball, wrestling, golf, and tennis.
- E. Mid-School and high school coaches in collaboration with their respective Athletic Coordinators can decide whether an athlete has the potential to participate at the High School Varsity level in **track only**. A meeting involving high school/ mid school coaches, athletic coordinators, the athlete and their parents will determine if this individual is qualified to participate before districts.
- F. Middle school students may not participate simultaneously on a school team and on a youth team or club, in the same sport, during the regular school program's season.
- G. Transportation to all practices will be the sole responsibility of the parent/guardian. Transportation to practices will not be provided to eighth grade students participating in high school athletics.

XV. LETTERING AND AWARDS

- A. Lettering in a varsity sport requires the student to satisfactorily meet the following:
 - 1. Finish the season in good standing.
 - 2. Compete in varsity competition to the level established by the Head Coach.
 - 3. Maintain good attendance in school and at practice.
 - 4. Return all property issued to the participant and belonging to the Grants/Cibola County Schools.
 - 5. Maintain academic eligibility.
 - 6. Adhere to the rules and expectations of the Head Coach.
- B. Conditions for lettering will be established and communicated by all Head Coaches at the mandatory meeting prior to the start of the season. This criterion will be furnished, in writing, to parents and guardians.
- C. Male and Female Athlete of the Year (Criteria for consideration)
 - 1. Candidate must be a senior.
 - 2. Candidate must letter in two varsity sports each year of their junior and senior years.
 - 3. Candidate must be in good standing (academically and with athletic department)
 - 4. Candidate must display good character.
 - 5. Candidate must be nominated by a varsity coach.
 - 6. Other areas of consideration shall include, but not be limited to, the athlete's leadership and character.

XVI. ELIGIBILITY These guideline apply to all student-athletes' participation in school sponsored activities throughout the year. To limit coach's personal liability, it is recommended that students in non-school sponsored programs (summer), meet all guidelines.

A. Academic Eligibility (NMAA Bylaw 6.2.1)

- 1. A Student shall have a 2.0 grade point average with no F's, based on a 4.0 grading scale, or its equivalent, for the semester grading period immediately preceding participation. For students not eligible at the semester, the next six or nine week grading period can be used

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to regain eligibility. Grades earned during a summer session must be placed on a student's transcript by the school registrar prior to the first day of the Fall semester in order for the course to be utilized for eligibility purposes.

- a. All class work counted for eligibility must be acceptable for graduation.
- b. The GPA is based on a 4.0 scale with an allowance for consideration of honors points.
- c. Cumulative provision
 1. A student who is ineligible at the end of a semester may utilize the cumulative provision.
 2. Only semester grades can be used, and all semester grades starting with the 9th grade year must be utilized. (As cumulative grades start with the 9th grade year, the cumulative provision cannot be used for middle school/junior high Students.)
 3. The cumulative provision may not be applied if a Student has more than one "F" in the semester grading period immediately preceding participation.
 4. A student must have passed a minimum of 51% of coursework taken by a fulltime student in the semester grading period immediately preceding participation to take advantage of the cumulative provision option.
- d. Stricter guidelines may be imposed by the school/district.

B. Procedure for Checking Scholastic Eligibility

1. Check the student's last semester grades. Did he/she have a 2.0 or better GPA and NO F's for that grading period?
 - a. If YES, the student is eligible for the next nine weeks.
 - b. If NO, the student is ineligible for the next nine weeks.
2. If the above situation is at the beginning of a semester, (not during, such as the end of the first or third nine weeks), and the student was determined to be ineligible based upon the previous nine weeks, it is permissible to look at the most immediately complete semester grades. If the semester grades meet all three requirements, the student would be eligible for the first nine weeks of the semester.
3. A student may make up multiple classes during summer school by earning a passing grade in that class. The passing grade will then be substituted for the failing grade for the failed course in determining scholastic eligibility.
4. An athlete must be eligible at the beginning of the sport in season in order to participate in that sport. If the athlete is not eligible, the athlete may not participate in that sport for the entire season of that sport, even if the sport carries over to a new nine weeks or semester.
5. A transfer student who enrolls in a high school outside the attendance boundaries of the student's bona fide residence or resides with someone other than his or her parent(s) or legal guardian(s) after his/her initial open enrollment choice, or who transfers to his/her home district school after an open enrollment choice, is classified as transfer student and is subject to all transfer rules and regulations. (See NMAA Handbook section 6.5.)

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C. Academically Ineligible Player

1. Practice - The student may practice with the team if it is determined by the school's administration that he/she is demonstrating academic progress towards eligibility.
2. Participation - The student CANNOT participate in any interscholastic event at any level of competition during the period of ineligibility. The student may participate in team functions at the school only. A student who has participated in an interscholastic event(s) during his/her period of academic ineligibility must sit out the number of games/events/contests that he/she participated in once he/she becomes academically eligible.
3. Academic Ineligibility- Academically ineligible students may not tryout for, or participate in, a sport if they are ineligible on the first official day of practice. (As determined by NMAA guidelines).

XVII. DEADLINE FOR JOINING TEAMS

- A. The normal deadline for joining a sport will be the first official practice day allowed by NMAA. Athletes wishing to join a team late must present their case to the principal and the athletic coordinator in order to justify their reasons for wanting to join the team after the start of the season.
- B. Athlete moving from one sport season directly to another will be allowed up to one (1) week off between sports at their discretion. Athletes moving from one sport to another will be allowed the opportunity to tryout and will be afforded a tryout opportunity equal to other participants prior to the coach making final team makeup decisions.
- C. Athletes quitting a sport or being dropped for disciplinary reasons may not begin another sports program until the end of the season or after being released by the head coach.
- D. All students are required to practice the appropriate number of days in advance of participation in a contest/game/match/event (i.e. 10 days for fall and 5 days for winter and spring), except for athlete coming directly from another sport.

XVIII. PLAYER SELECTION-

In accordance with our philosophy of athletics and our desire to see as many students as possible participate in the athletic program, we encourage coaches to keep as many students as they can while keeping the integrity of their sport. Obviously, time, space, facilities, and other factors will place limitations on the most effective squad size for particular sport. However, when developing policy in this regard, strive to maximize the opportunities for our students without diluting the quality of the program.

- A. Cutting Policies- Choosing the member of the athletic team is the sole responsibility of the coaches of those teams. Criteria for cutting must be clearly presented to the athlete in writing before tryouts begin from the Head Coach. Sub-varsity and middle school coaches will take into consideration the policies as established by the head coach of that sport when selecting rosters.
- B. Prior to trying out, the coach will provide the following information to all team candidates:
 1. Extent of try-out period.
 2. Criteria used to select the team.
 3. Number to be selected.

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4. Practice commitment if they make the team.
5. Game commitments.
- C. No student will be allowed to try-out for an athletic team without a doctor's physical, proof of insurance, and parent permission.
- D. When a squad cut becomes a necessity, the process will include the following elements:
 1. Each candidate must have competed in a minimum of 3 practice sessions.
 2. The coach will have the option of meeting personally and privately or posting a list to inform each athlete if they have made the team and the reason for the action. Cut lists are not to be posted! Posting of team lists shall be considered acceptable.
 3. Coaches will discuss alternative possibilities for participation in the sport or other areas of the athletic program.
 4. If a coach foresees difficulties arising as a result of squad cuts, he/she should discuss the situation with the athletic coordinator/building principal.

XIX. PLAYING TIME AND TEAM MAKE-UP

A. In-season

1. The coach of each sporting group or team has the ultimate and final responsibility for playing time and team makeup.
2. Selection/Assignment to a team does not constitute any guarantee (written or implied) for the athlete to receive any playing time.
3. At the varsity level, teams are expected to be competitive, and on the varsity level, a player should be used when he or she is the best candidate available for the job at the time.
4. Because our philosophy for teams, other than the varsity, is that they are developmental in nature, the selection of players should be done with the intent of getting a reasonable amount of playing time during the season without sacrificing the competitiveness of the team. It shall be the sole responsibility of the coach to define "reasonable".

B. Off-season and summer programs

1. During the off-season and summer programs, team makeup and playing time decisions should be predicted in terms of player development as the primary goal. Each student during the off season and summer programs should be given an equal opportunity to participate and develop their skills to their individual potential, regardless of their position on in-season teams.
2. Off-season and summer programs should be less restrictive, in terms of membership, than in-season teams. Coaches will make an effort to make offseason and summer programs more developmental than competitive, and will utilize as many athletes as possible in an effort to raise the level of participation, as well as proficiency of all participants.
3. Coaches will have a total of 7.5 hours each week to work with athletes during the off season. This does not include summer play.

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XX. INJURIES DURING COMPETITION OR TRAINING

- A. Injuries designated significant should be handled according to standardized methods. Significant injuries are designated such by athletic trainers, coaches, school nurses, or physicians present at the time of the occurrence. A significant injury includes at least the following:
 1. Head injury resulting in a loss of consciousness, severe headaches, or prolonged amnesia, or bleeding from the ear or nose.
 2. Knee injury resulting in a limp for more than 24 hours, swelling within the joint; dislocation of the kneecap or clinical instability.
 3. Back injury resulting in leg pain, changes in bowel or bladder habits (frequency or urgency); blood in the urine; pain causing a loss of two practice sessions.
 4. Neck injury resulting in recurrent shoulder or arm pain; spasticity in legs; pain causing loss of one practice session.
 5. Pulmonary conditions resulting in prolonged cough, wheezing, or blue skin color.
 6. Serious medical illnesses resulting in weight loss, jaundice, or prolonged fatigue.
- B. Students who have been under the care of a licensed medical physician for any injury or illness shall present a written statement to the coach or Site Athletic Coordinator stating diagnosis and guideline for return to activity.

XXI. SPORTS SAFETY

- A. Coaches are required to communicate to all of their student athletes the risks of severe bodily injury inherent in sports. Exercising reasonable care for the protection of athletes, and providing proper conditioning and instruction in the necessary individual techniques and as game participation skills will generally satisfy this responsibility.
- B. Specific Requirements
 1. Coaches will include in their practice plan time for instruction regarding the risks of bodily injury in that particular sport. This will be done at the beginning of each sport season and as the need arises during the season.
 2. It is the responsibility of the coach to report to the school administration those athletic facilities or equipment in need of repair.

XXII. ATHLETIC DISCIPLINE Student athletes are under the same disciplinary criteria as all other students. The Grants/Cibola County Schools Discipline Handbook outlines that procedure. However, for the coaches and athletes edification, initial due process rights for the students will be spelled out as follows:

- A. Due Process Procedures for Investigation of Incidents and Parent Notification Regarding the Long Term Suspension up to 365 days:
 1. When a student is sent to the principal or his/her designee (a certified administrator) for any discipline action or conference concerning an incident, the steps lists below must be followed. These guidelines for disciplinary action constitute a hearing for the student and represent the due process procedures that are required by law.
 2. The Administrator:
 - a. Advises the student of the charge(s).

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- b. Advises the student of the facts on which the charge(s) are based.
 - c. Gives the student an opportunity to respond to the charge(s) and to provide his/her version. The student is asked to give a written or verbal statement concerning the incident.
 - d. Provides written verification of the proposed disciplinary action (including a written statement of appeal procedures) to the parents(s)/guardian(s).
 - e. Makes every effort to notify the student's parent(s)/guardian(s) by telephone, if action is going to be taken immediately to suspend that student.
 - f. Provides written notification of the action taken to the District Hearing Authority if the suspension recommendation is long term.
 - g. Students whose presence poses a continuing danger to persons or property or an ongoing threat of disruption may be removed from school immediately. The notice of charges, explanation of facts and opportunity to present his/her version of what occurred, shall be provided as soon as practicable thereafter.
3. For purposes of Due Process Procedures, "days" mean calendar days unless otherwise specifically noted. For example: "within (3) school days after receipt" means if the principal received the appeal notice on Monday, the principal's written response must be received by the parent by the following Thursday. After the regular school year has officially ended, "school days" means school administrative office working days.

B. Ejection Policy

1. The New Mexico Activities Association requires that all coaches, school personnel, and athletes who have been ejected from a game or contest complete an on-line educational program in order to be approved to participate again.
2. NMAA bylaw 7.72 states that any coach or participant who is ejected from an athletic contest/game, regardless of sport, is required to sit out the next contest/game minimally, at all levels. In addition to the one game suspension, ejected parties must complete an on-line Compete with Class component prior to returning to competition.
3. Financial sanctions will be the responsibility of the ejected individual.

XXIII. ATHLETIC SUBSTANCE ABUSE AND/OR ANY TYPE OF ILLEGAL ACTIVITY POLICY

- A. Philosophy-** Athletics are an integral part of the educational process, providing students with opportunities to further develop their unique capabilities, interests, and needs beyond the classroom. Participation in athletics is a PRIVILEGE offered to and earned by students. Because participants are representatives of their school and community, their conduct is expected to exemplify high standards at all times. Suspension from athletics can be affected by the principal and does not require a due process hearing.
- B. Use/Possession of/ or in the presence of Controlled Substances and/or any type of illegal activity.** This policy will be 24 hours a day—7 days a week from the start of the season as defined by the NMAA. (The golf season will begin and end when the fall sports begin and end and again when the spring sports begin and end. The tennis season will begin when the spring sports begin.)
 1. First Offense

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- a. Parent—participant—coach/sponsor--administrator conference.
 - b. Students involved in an athletic/activity program will forfeit their privilege of participation for thirty (30) calendar days. Students may forfeit their eligibility for all relevant awards, honors, or letters. Any suspension will automatically cease at the conclusion of the school year.
 - c. Violations or infractions occurring “to, from or at” extra-curricular events will result in notification to the appropriate law enforcement agency or juvenile authorities and then a referral of the student to the Hearing Authority. Appropriate discipline recommendations will be made consistent with substance abuse policies.
 - d. Students will be required to abide with district drug and alcohol counseling program requirements.
 - e. If the athlete’s first offense occurs during a scheduled activity, it will automatically be punished as a second offense.
2. Second Offense
- a. Parent—participant—coach—administrator conference.
 - b. Students involved in an athletic/activity program will forfeit their privilege of participation in all extracurricular programs for a period of one (1) year from the date of the second offense. Students will also forfeit their eligibility for all relevant awards, honors or letters.
 - c. Violations or infractions occurring “to, from or at’ extra-curricular events will result in notification to the appropriate law enforcement agency or juvenile authorities and then a referral of the student to the Hearing Authority. Appropriate discipline recommendations will be made consistent with substance abuse policies.
 - d. Offenses will be kept on record from 9th to 12th grade. Offenses will not re-start at the beginning of each school year
- C. End of season is defined by the NMAA (5.1.4) as follows:
1. A team/individual does not qualify for play-offs.
 2. A team/individual is eliminated from play-offs. C-team season ends when the last C-team game ends, unless competing in a JV competition. JV season ends when the last JV game ends, unless competing at a Varsity competition.

XIV. HAZING

Hazing will not be permitted. Hazing is defined as follows:

- A. To harass by exacting unnecessary, disagreeable or degrading tasks or activities which may result in harm or bodily injury to an individual.
- B. To play abusive and/or humiliating tricks on an individual by way of initiation. Consequences for Hazing will be punishable the same as 1st and 2nd offense for drug and alcohol abuse.
 1. Minor Infractions—Coaches Discretion. I.e. singing school song in front of everyone.
 2. Major Infractions—Inappropriate touching or physical and/or emotional harm. This will be punishable through the local law enforcement agencies.

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XXV. PARENTAL CONCERN PROCEDURE

A. Student/Athletic Parental Concern Procedure

1. A “concern” is a complaint brought by a student, group of students, or parent, who feels that a provision of an athletic school regulation has been misinterpreted or applied inequitably or unjustly.
2. When a parental concern is alleged, the following procedures should be followed:
 - a. Within three (3) school days of the alleged act, the student/athlete or the student and parent or guardian should attempt mediation through a conference with the coach involved. Should this prove to be unsatisfactory or undesirable, the concern may be taken to the school principal.
 - b. Within three (3) school days of the meeting with the coach, if the student or parent or guardian is still dissatisfied, he/she may present the concern to the school principal. The request for an appeal must be in writing to the school principal who, after hearing the facts and after consultation with the coach (es), will make a decision on the issue(s).
 - c. The student or parent or guardian has the right to appeal the school principal’s decision to the Superintendent of Schools. This appeal must be filed within three (3) days of notification of the school principal’s decision. The request for the appeal must be in writing. The Superintendent must review the issues presented and inform the student or parent of the decision in writing within two (2) weeks.
 - d. If the student or parent or guardian does not agree with the decision of the Superintendent of Schools, he/she has the right to appeal to the School Board. This appeal must be filed within three (3) days after receiving the Superintendent’s decision. The request for the appeal must be made in writing to the President of the School Board. Within four (4) weeks after notification, the School Board will conduct a hearing to decide the issues.

XXVI. MISUSE OF ATHLETIC UNIFORMS

Athletic uniforms, warm-ups, sweatshirts, jackets, etc. are property of the Grants/Cibola County Schools and are intended to be worn only for games and practice conducted by the school. Most uniform items are expensive and hard to replace. Students seen with any part of a Grants/Cibola County Schools uniform thought to be stolen, or misused, will be asked to surrender it. If the person does not immediately return the item it will be reported as a theft to the appropriate authorities.

XXVII. CONDUCTING UNBECOMING

Athletes will not display behavior on or off the playing field which, in the opinion of the coaching staff or administration, is considered insubordinate or inappropriate to standards of conduct, attitude or sportsmanship. In the event of such behavior, discipline will be handled by the coach and the school administration. The range of discipline, from verbal warning to dismissal from the team, will be at the discretion of school administration.

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XXVIII. CONTACT INFORMATION

Grants High School-Jacque Jones-505-285-2786

Grants High School- Beverly Trujillo- 505-285-2641

Laguna-Acoma High School-Nicolas Cheromiah-505-285-2671

Los Alamitos Middle School-Patricia Barajas-505-285-2685

Personnel-Dwayne Toivanen-505-285-2608

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Student/Parent Handbook Agreement 2018-2019

I have read the enclosed information and hereby accept the stipulations and pledge to uphold this student athlete handbook. The student athlete will not be allowed to participate until both athlete and parent/guardian sign below.

Student Athlete Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____