

***PECOS
INDEPENDENT
SCHOOLS***

2019-2020

PECOS ATHLETICS INSTILLS

CHARACTER

DISCIPLINE

SPORTSMANSHIP

Through a competitive program

PREFACE

The athletic program of the Pecos Independent Schools is under the direct auspices of the New Mexico Activities Association (NMAA) and the Pecos Board of Education. The NMAA is empowered by the Public Education Department to supervise and regulate all interscholastic athletic activities in the state of New Mexico. Pecos High School provides teams for interscholastic competition in each of the following sports:

BOYS

Cross Country
Baseball
Basketball
Track
Wrestling

GIRLS

Cross Country
Basketball
Volleyball
Track
Cheer
Softball

Pecos Middle School athletic programs provide teams for interscholastic competition in each of the following sports:

BOYS

Cross Country
Wrestling
Basketball
Track

GIRLS

Volleyball
Cross Country
Basketball
Track
Cheer

This publication is primarily designed to assist coaches, school administrators, and advisors with the every-day implementation of the Pecos Independent Schools athletic program. The booklet contains rules, regulations, and policies that have been established by the NMAA and our own school athletic policies. Coaches and administrators are expected to be knowledgeable of these procedures/policies and to consistently apply them throughout our athletic program. Coaches are asked to review all pertinent rules, regulations, and policies with the students in their respective programs. If, after reading and studying its contents, any questions regarding any rule, policy, procedure, etc., still persist, such questions should be directed to the Athletic Director's Office.

PECOS INDEPENDENT SCHOOLS ATHLETIC PHILOSOPHY

The Athletic Program of the Pecos Independent Schools is a vital part of the educational system. Its primary purpose is to assist students in growing and maturing into responsible members of the school community. As participants in activities, students are, and will continue to be an important part of school life. This belief has resulted in the establishment of certain standards for students. These include standards of behavior in the area of school attendance, academic achievement and proper conduct. As athletic activities are an integral part of our school curriculum, it is the goal of the Pecos Independent School District to offer a program of extra-curricular activities that provides opportunities for students to learn skills, good sportsmanship, the importance of teamwork, and the importance of motivation and goals. We further believe that participants must recognize the value of good physical health and conditioning and the role they play in competition/participation. As a member school of the New Mexico Activities Association, our athletic program emphasizes the teaching of morals, character and the American system of achievement.

COMMUNICATION PROCEDURES:

The Athletic Department is committed to communicating the goals and objectives of the athletic program, eligibility rules, and expectations of our athletes. If more information is required or should a concern arise during an athletic season, the procedure listed below should be followed:

1. the student athlete should first speak directly with his/her coach,
2. if further clarification is required, a parent should then contact the coach (it is advised that no contact between parent and coach be made until, at least, the day after the incident/event in question – the so-called “24-hour rule”)
3. if the issue remains unresolved, the parent should then communicate his/her concerns to the athletic director

24 HOUR RULE:

Parent concerns that arise after a competition will be addressed after a 24-hour period. This will allow both the coach and the parent time to cool down thus allowing for better communication. If a meeting is desired by the parent(s) of an athlete at Pecos Middle or High School to address issues with their child and members of the Coaching Staff it should be done the following day by contacting the Athletic Director and a meeting will be set up at the school to discuss these issues. When this meeting is conducted, it should be understood that it will only be held to discuss issues with their child and no other student/athlete at the school. Any meeting will be conducted in a respectful manner by all parties. Both sides need to be listened to. The school employee may shut down any meeting that is not following acceptable guidelines. The issue may then be referred to the appropriate person in the chain of command.

GOALS OF THE PECOS INDEPENDENT SCHOOLS ATHLETIC DEPARTMENT:

The goals of the athletic department are to provide and teach each participant the following:

1. A feeling of positive self-worth and self-discipline.
2. An opportunity to develop the participant's full physical, mental, and emotional potential.
3. An opportunity to compete with and against others in preparation for a competitive society.
4. A sense of responsibility to his/her coach, team, sport, athletic program, school, and community.
5. A standard of values, ethics, and morals which demonstrate sportsmanship and positive representation of self, team, school, and community.
6. The athletic department, through its athletic director, athletic coordinator and coaches will strive to promote goodwill for Pecos High School by hosting an Athletic Contest.

ATHLETIC POLICIES

RULES FOR ATHLETES OR PARTICIPANTS:

1. Each coach shall develop his/her own rules for their teams and shall review them in a team meeting and send a copy home with team members. The coaches are responsible for ensuring that team rules are not in conflict with NMAA rules, district board policy, and the student handbook. Coaches will turn in a copy of the rules to Athletic Director before the beginning of their respective season.

Athletes will have a signed copy—parent/guardian and athlete turned in to coach prior to first contest.

2. Team discipline and good conduct shall be demonstrated at all contests and practices---home and away.
3. District school bus rules and regulations shall be in effect at all times while students are en route to and from contests.
4. Buses are to be left clean after each trip. If the bus or suburban is not cleaned after trip, it will be the responsibility of the Head Coach to clean the vehicle. The vehicle will be cleaned upon return.
5. Athletes are expected to help take care of all athletic equipment and supplies for their respective sports—this includes activity buses/suburbans.
6. Athletes shall be responsible for equipment issued to them and for payment of lost equipment (including uniforms).
7. Athletes are expected to comply with the school drug policy at all times. Students who violate this policy shall be suspended from participation in extra-curricular activities for the remainder of the sport or semester, whichever term is longer.
8. Athletes are expected to be well-groomed for all home and away contests. For male athletes this is to be defined in part has not having any facial hair.
9. Athletes who are ejected from a contest for unsportsmanlike conduct will be required to sit out the next contest (they may not suit out or sit on the bench and will be required to pay admission if they wish to attend the contest). Athletes will have to take the on-line course required by the NMAA before he/she is allowed to rejoin the team.
10. Penalties or suspensions for infractions of rules and regulations shall be at the discretion of respective coaches, except as otherwise enumerated in this handbook.
11. All rules and expectations will be covered with parents and athletes at a parent meeting at the beginning of the season.
12. Junior varsity/Varsity athletes are encouraged to sit behind the team for all contests.
13. A review of any of these rules by the athletic director and principal(s) may be granted at the request of a coach or athlete.

PHYSICAL EXAMINATIONS

The New Mexico Activities Association rules require each athlete undergo a physical examination ensuring fitness. This fitness must be based on a physical examination of the student occurring after April 1 and must be verified in writing by a licensed medical/osteopathic physician/physician's assistant or nurse practitioner to the extent authorized by their practice act and licensing authority. **The physical is valid through the following school year.** The certificate of examination must be on file in the school athletic office before the athlete can begin practice.

HEALTH/ACCIDENT INSURANCE

The Pecos Independent School District requires all athletes to be covered by insurance (health and accident). This can be done in two ways:

- By having family insurance. If this is the case, please indicate on the permission to practice form in the appropriate section.
- By subscribing to insurance offered through the school each year at a nominal rate.

MEDICAL RELEASE FORMS

A form signed by the athlete's parent/guardian authorizing the coach, team physician, or school officials to use their own judgment in administering first aid, securing medical aid and/or ambulance service in the

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event of a medical emergency involving their son/daughter/ward and when the parents or family doctor cannot be immediately reached must be signed and on file. This should be easily accessible at all times and carried on all out of town trips.

CONCUSSION IN SPORTS

All athletes are required to take the NFHS course regarding concussion in sports before he/she can participate in any sport during the year. This must be completed before the athlete is allowed to practice. The athlete will have to be certified that they have taken the course and present certificate of completion to the coach or athletic department. In addition, the parent and the athlete will need to sign the NMAA Fact Sheet verifying that both have reviewed the sheet and that there is an understanding of some of the risks associated with participating in interscholastic activities.

PARTICIPATION IN TEAM PRACTICES

A student may not practice until the following items are turned in to his or her respective coach:

- Physical Examination
- Proof of Insurance
- Emergency Authorization
- Athletic Conduct Code Acknowledgement

ACADEMIC ELIGIBILITY

In order to participate in any middle school or high school competitive activity students 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 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.

In addition to the state guidelines stated above for eligibility, Pecos High School as established criteria for participation on a weekly basis based on the student-athletes grades. Any athlete who is playing in a High School sport (includes 8th grade athletes at this level) who has a D or F in any class in a week will not be allowed to participate in any contest for the following week. Grades will be checked by the principal each Tuesday. If a student has a D or F, that student will not be allowed to participate from the Wednesday to the next Tuesday. The principal will inform the athlete and the head coach for those sports the athlete is involved. The athlete will be expected to work with his/her teachers to get the grade up during that week in order to participate in the future.

Middle School students participating in middle school sports will not be allowed to participate with a grade of an F. The D grade does not apply to middle school sports. The procedure for eligibility is also week to week as outlined above.

ELIGIBILITY RULES

The following eligibility rules shall apply to every athletic contest held under the auspices of the New Mexico Activities Association. The school principal, athletic director and coaches are jointly charged with the responsibility of seeing that these rules are strictly observed in each contest in which students of Pecos

Independent Schools engage. Coaches should familiarize themselves with eligibility rules and procedures and advise their athletes as to their responsibility for eligibility.

TRANSFER STUDENTS

A transfer student **MAY NOT PRACTICE** until all issues regarding his or her transfer has been clarified according to New Mexico Activities Association guidelines. It is the responsibility of the in-season coach to gather all pertinent information and consult with the athletic director to expedite the required petition procedures.

SCHOOL ATTENDANCE

A student is expected to attend the entire school day to be eligible to participate in a practice or competition on the same day or a day prior to an event scheduled on a non-school day.

1. Participation in evening competitions should not affect school attendance on the following day. When competing during the school day, students are expected to return to classes immediately after the event.
2. Students placed on In-School or Out-of-School suspension will not be allowed to practice or compete in contests during the suspension period. Once the suspension period has been completed, the student may commence participation, provided that the requirements of the coach's team rules have been met.

Students who miss any part of the school day for legitimate reasons (doctor's appointment, family emergencies, funerals, etc.) will be allowed to participate provided that a parent notifies the principal's office prior to, or the same day of the absence.

ATHLETIC ATTENDANCE POLICY

Athletes who desire to attend a camp, clinic, or vacation during a sport season are to notify their respective coaches prior to the beginning of practice for that season or at their earliest convenience in order for the coach to plan accordingly. Athletes may not miss any contests without the following rule being implemented. Missing a game because of an unexcused absence can result in the athlete not playing in the next one or two contests at that level for each game missed. If state tournament competitions are missed due to the above, the athlete is to be dropped from the Pecos Independent School team and forfeit his/her award. This policy is intended to protect the integrity of the Pecos Independent Schools teams and enhance the ethic of commitment and teamwork that participation in interscholastic athletics can provide our students.

SCHOOL ATTENDANCE ON DAYS OF COMPETITION

An athlete must be in school attendance for at least fifty (50) percent of the school day on the day of competition, or on the Friday before a Saturday competition, in order to play in an athletic contest unless it is a school excused absence. Junior High requires four (4) periods of attendance. Only exceptions will be if a doctor's excuse is provided or prior permission is granted by Athletic Director.

SCHOOL ATTENDANCE IN ORDER TO PRACTICE

An athlete must be in attendance at school in order to be allowed to practice for their particular sport. If an athlete must miss class, he/she must get written permission from either the principal or athletic coordinator/director before they are allowed to practice. The athlete must present the written note to the Head Coach before they are allowed to practice.

SCHOOL ATTENDANCE THE DAY AFTER AN OUT OF TOWN CONTEST

All athletes must be in school the day following an out of town contest or they will not be allowed to participate in their next scheduled contest unless they bring in a legitimate doctor's excuse.

GENERAL RULES

Changing Sports:

Athletes will **NOT** be allowed to transfer from one sport to another during a given season unless there is mutual agreement of both coaches and with the approval of the Athletic Director.

Concurrent Participation:

Athletes are allowed to participate in more than one sport during the same season, provided that they first:

- Inform both coaches they will engage in concurrent participation
- Declare which sport is primary/secondary
- Determine allowed practice times/competition dates with coaches

Injuries:

An injury will not conclude an athlete's participation in any sport; however, any athlete whose injury requires a physician's care may not participate until a written release is presented. Otherwise, an injured athlete is expected to attend every practice and any team activity.

Conduct on Trips:

Athletes will be considered as "good will ambassadors" for the Pecos Independent School district. Athletes will conduct themselves as ladies and gentlemen on and off the playing surfaces.

Personal Appearance:

Athletes will be neatly dressed according to the coach's and the District's standards and expectations, especially on all athletic trips. Coaches are to monitor their athlete's personal grooming (**hair length, mustaches or beards**) and expressions (**jewelry, tattoos, etc.**) to prevent inappropriate attention. Also included are "hickies" which will result in an athlete's non-participation.

Returning From Out-Of-Town Contests:

Athletes will return from all out-of-town contests with their squads and by school transportation. **EXCEPTIONS** can be made by parents calling or speaking with the coach in advance to explain the reason for the request. Athletes will **only be released to their legal parent or guardian after** providing proper identification, which will be recorded by the coach.

Curfews and Tardiness:

Coaches will establish and monitor their own policies regarding curfews and habitual tardiness.

Initiations/Hazing:

Initiations and hazing of an athlete or group of athletes of any form or fashion are prohibited. Participating will result in immediate dismissal from the sports program. Law enforcement will be involved in the consequent report of this activity.

Vacations

Vacations by athletic team members during a sport season are discouraged. While family values will always take precedence over program requirements, parents and athletes in conflict between vacations and program requirements may wish to reassess their commitment to being involved in athletics'. We urge parents not to plan their vacations during times when there will be a conflict. In the event of an absence due to a vacation that is unavoidable, an athlete must: A. Contact the head coach prior to the vacation. B. Expect to do any make-up and disciplinary exercise for time that they were out. C. Be willing to assume the decisions the coach has to make related to their status on the squad as a starter, 2nd string, etc... for the time missed.

Overnight Trips:

Appropriate behavior is expected at all times. No one may leave the vicinity of the team without the permission of the coach. Coaches will inspect luggage or bags to ensure that there is no contraband items. Inappropriate behavior may involve immediate disciplinary action which may include sending the student home with a parent.

Head coaches are responsible for room assignments and monitoring of the team during trip.

Conflict in Activities

An individual student who attempts to participate in several extracurricular activities will, undoubtedly, be in a position of conflict of obligations. The Athletic Department recognizes that each student should have the opportunity for a broad range of experiences. In the area of extracurricular activities, the athletic department will attempt to schedule events in a manner to minimize conflicts. This would include being cautious about participation in too many activities where conflicts are bound to happen. It also means immediately notifying the faculty sponsors and coaches involved when a conflict does arise.

When a conflict arises, the sponsors and coaches will work out a solution so the student does not feel caught in the middle.

If a solution cannot be found, the Athletic Director will make the decision based on the following:

1. The relative importance of each event.
2. The importance of each event to the student.
3. The relative contribution the student can make.
4. How long each event has been scheduled
5. Talk with parents.

Once a decision has been made and the student has followed the decision, he/she will not be penalized in any way by either faculty sponsor or coach.

If it becomes obvious that a student cannot fulfill the obligation of a school activity, he/she should withdraw from that activity in a timely fashion so as not to place an unreasonable burden on the team, coach, or sponsor.

PROCEDURE WHEN LEAVING A TEAM

When dropping or being dropped from a team, athletes will:

- Notify the Head Coach when dropping
- Turn in all school gear the same day and all account balances paid

EQUIPMENT ROOM/GYMNASIUM PROCEDURES

A. Athletic Equipment

- In most sports, practice and/or game equipment will be issued to athletes. Athletes will be responsible for said equipment.
- All equipment will be returned when the athlete finishes the sport either at the end of the season or upon quitting the sport. Any equipment not returned or paid for will cause the athlete to be ineligible to compete in the next season. Once fees and fines are paid in full, the athlete will become eligible to compete again.
- Any equipment lost, destroyed or damaged (this includes theft), and due to negligence will be paid for by the athlete. Cost of equipment will be determined by the Athletic Coordinator and will be based on the replacement cost of equipment. New equipment will be issued only upon receipt of payment for lost article(s).
- School owned equipment is to be worn only at scheduled practice or games. Students may not wear any game apparel beyond the playing court or field unless deemed necessary by a coach.
- Schools are prohibited by law from selling used equipment to students. Please do not ask to buy used school-owned items.
- Any fundraising items (candy, raffle tickets, etc.) or the amount due for said items.
- All fundraising items assigned to the athlete and the funds collected must be accounted for and turned in by the end of the season or at the end of the period for the fundraiser. The athlete will be responsible for any funds or items not turned in at the designated time.

B. Gymnasium Procedure

- At no time is it permissible for individuals or groups to work out in the gymnasium without authorized supervision.
- At no time will individuals or groups be working out, jogging or just “messaging around” while teams or squads are having an official practice session.
- Athletes in the gymnasium for one sport practice will refrain from using equipment not specifically for their sport.
- Athletes are not to be in the weight or practice rooms without authorized adult supervision.
- Only approved gym shoes are to be allowed on gym floor. No cleats, outside shoes, etc. will be allowed on gym floor.
- Each coach is responsible for inventory and storage of equipment kept in the gymnasium.
- Athletes are expected to keep locker rooms clean, undamaged and sanitary as possible. It is the responsibility of the athlete to pick up after him/herself by throwing trash, picking up equipment and keeping the floor clean of any not needed items. All equipment and uniforms are to be hung and stored in the assigned locker.
- Athletes shall ensure that the locker rooms used during away games are kept clean. The same guidelines will apply to athletes for maintaining proper maintenance of other school’s locker rooms.

CARRYOVER SPORTS GUIDELINES

The following guidelines are to be followed when dealing with athletes that are completing one sport when another is beginning.

- A concluding sport activity has priority. Athletes are not to be discouraged from attending the practice of any upcoming sport, once they have completed the final practice or competition of the concluding sport. Conversely, athletes are not to be penalized for completing their commitment to the sport that is concluding.
- The coach of a concluding sport may request appropriate restrictions in the beginning activity for the dual sport athletes.

These guidelines are NOT intended to place the athlete in the middle of any controversy. All athletes that may be involved in two sports should be identified prior to the start of the beginning season and parameters set at that time to ensure that athletes and parents are clear on the expectations and commitment expected of the athlete.

FAILING TO RETURN EQUIPMENT

All uniforms, equipment, etc. should be returned to the coach responsible for the team. Students will not receive any athletic awards earned until this has been done. Fines will be assessed and payment made prior to transferring to another school or graduation ceremonies.

ALCOHOL AND DRUG ABUSE BY STUDENT/ATHLETES

The Alcohol and Drug Abuse policy is in force year-round for athletes. Any student-athlete that is proven to be in connection with the use of alcohol or drugs or convicted of said action on/off campus will be suspended from participating in athletics for a term of twenty school (20) days. This includes student-athletes in or out of the current athletic season. If the infraction occurs or is discovered during a break from school, the student-athlete will not be able to participate in practices or games during the break. These days are not counted as school days. A second violation will result in a forty (40) day suspension. A third infraction will result in suspension for one-hundred and eighty (180) school days. Mandatory counseling will be required before re-admittance to the athletic season. If a student-athlete is proven to be in connection with the use of alcohol or drugs or convicted of said action on/off campus, he/she will not be allowed to represent Pecos High School in any All-Star game(s). Student-athletes proven to be guilty of such behavior will not be allowed to be eligible for Pecos High School's distinguished student-athlete awards from the time of the infraction until their eligibility is exhausted at Pecos High School (to include Awards and representation at All State Games). **Alcohol and drug abuse will not be tolerated by the district. Proof of connection will include but will not be limited to pictures, social media posts, verified statements, police reports, etc.**

OUT OF TOWN CONTESTS

1. Any student participating on an athletic trip is the responsibility of the school district and the coach. Therefore, if the student is traveling on a school sponsored athletic trip, that student must use the school provided transportation.
2. No student, regardless of age, will be permitted to travel to or from an athletic event with any other person(s) except the coach. The only exception to this policy shall be the release of the athlete to the parent(s) or guardian(s), provided the parent/guardian gives the coach a written note, prior to leaving on the trip. The coach will not release an athlete to any other person(s) regardless of verbal or written permission of that student's parent (s)/ guardian(s).
3. Parent(s), guardian(s), and the student-athlete will assume all legal responsibility for the personal safety and actions of the athlete while the athlete is traveling to and from practices or games when transportation is not provided by the Pecos Independent Schools.

STUDENT QUILTS OR IS REMOVED FROM A TEAM

1. Students will be allowed to tryout any sport. The tryout period will not exceed 10 practices. The tryout period is identified as the first 10 practices starting on the first day of official practice.

2. A student who quits a sport after 10 practices from the official start date of the season or is dismissed from the sport by a coach will not be allowed to participate in any sport until the season of the team he/she originally participated in has ended and all financial obligations have been met.
3. If a student quits the team and is involved in Battery against a member of the Coaching Staff he/she along with their parents will be required to have a meeting with the Head Coach, and Athletic Director and/or Principal to discuss different procedures that need to be addressed before said athlete will be allowed to participate in another sport at Pecos Middle or High School.
4. **(e.g. If criminal and/or civil charges are filed as a result of any incident, the student athlete will be suspended immediately. Reinstatement will occur only if charges are dismissed or penalty served.)**

NOTE: This rule may be waived under certain circumstances through mutual agreement of the athletic director and the head coaches of the two sports involved.

OVERLAPPING SPORTS

Whenever a conflict develops between coaches over this or other concerns it is the responsibility of such coaches to communicate with each other over such concerns in an effort to solve the problem(s) and to avoid misunderstandings. Matters that cannot be satisfactorily resolved between coaches shall be taken to the athletic director. The Athletic Director will address the issue and at his/her discretion, may refer the matter to the Athletic Council for resolution. The Athletic Council consists of the Head Coaches not involved, the Athletic Coordinator and the Athletic Director. Any and all matters may be ultimately referred to the board, provided that the chain of command is followed. In instances where athletes wish to participate in two sports simultaneously, applicable coaches must be conscious not to create the impression on such athletes that they will not be excluded or otherwise penalized for the athlete's devotion to the other sport. Such athletes will be given an equal opportunity to compete and participate. **In fact a positive attitude towards encouraging participation in other simultaneous sports must prevail. Coaches should encourage athletes to participate in more than one sport. The young athlete will better develop his/her potential if he/she participates in more than one sport.**

LETTER AWARDS

It is the policy of this district to allow the head coach in each sport to establish letter requirements for his/her particular sport. However, a student must meet all eligibility requirements and finish the season to be considered a candidate for a letter award. Letter certificates will be presented to each student who meets the criteria for such an award. In order for an athlete to earn a specific sport letter he/she must participate in accordance with the following minimums (in varsity level competition):

1. Basketball – Play in one or more quarters in 13 games and score in at least one game.
2. Track - Score at least one point in any meet, participate in 50% of all regular track meets and participate in NRG and District Meets.
3. Volleyball – Play in one or more games in ten matches and score at least five points.
4. Wrestling – Place in the District Meet and participate in 50% of the teams matches.
5. Baseball and Softball- At least 21 innings of play.
6. Cheer- Participate in entire season and State Competition.
7. X-Country – Score in two Varsity races (top 5 in team) or run at the District Meet.

SPORTSMANSHIP

The role of the players in sportsmanship is second in importance only to the coach. Players are admired and respected by the students of all levels as well as adult spectators. They have significant influence over the actions and behavior of spectators of all ages.

Players will perform the following responsibilities:

- Accept and understand the seriousness of their responsibility and the privilege of representing their school and community.
- Learn the rules thoroughly and discuss them with parents, fans and fellow students and elementary students. This will assist everyone in the achievement of a better understanding and appreciation of the game.
- Cooperate with the coaches and always exercise good sportsmanship by living the rules and role as stated.
- Only the captain may communicate with the officials on the clarification of rules. It is his/her responsibility to communicate what was said back to his/her teammates and/or coach.
- Always respect the official's judgment and interpretation of the rules. Never argue or make non-verbal gestures, which indicate disagreement. This type of immature activity may incite undesirable behavior in the stands and by teammates.
- Congratulate opponents in a sincere manner following either victory or defeat. This is a true measure of character.
- Exercise self-control at all times, accepting all decisions, unusual occurrences and abiding by them.
- Treat opponents with the respect that is accorded a guest or friend.
- Shake hands with opponents prior to the contest and wish them luck.

CONDUCT OF VIOLATIONS

Possession or Use of a Weapon. As per school board policy, suspension and/or expulsion and may be dropped from participation in extra-curricular activities for one school calendar year. The Superintendent may modify the exclusion of extra-curricular activities or duration of the suspension. Any Policy violations of the Student Handbook will be handled as per progressive discipline at the discretion of the Acting Administrator.

INAPPROPRIATE BEHAVIOR, USE OF PROFANITY, INSUBORDINATION, PUBLIC DISPLAY OF AFFECTION

Any student who engages in inappropriate behavior, use of profanity, insubordination towards any school personnel, or public displays of affection during practice sessions or competitions will face the same consequences as they would during the regular school day refer to (*Student Handbook*).

STUDENT ATHLETES ON SUSPENSION

Any student receiving a full day of ISSD or out of school suspension on the day of an athletic practice or competition will not be able to participate in any event during the duration of their suspension. A student who is under school suspension (ISS or regular) may not participate in any athletic activity for the duration of his/her suspension. This includes weekend contests. However, the principal retains the right to keep an athlete from participating in practices or events regardless of the length of time spent in ISSD (based on the severity of the infraction).

DISCIPLINE OF ATHLETES/CODE OF CONDUCT

Occasionally, it becomes necessary to take some form of disciplinary action against an athlete as a result of unacceptable misconduct or refusal on his/her part to comply with school or athletic policy. While the student handbook identifies and "spells out" the specific disciplinary actions that will be taken for certain offenses, in athletics we have adopted our own code of conduct. The code of conduct, which is signed by

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the athlete, his/her parent, and the coach, explains the procedure that will be followed in disciplining an athlete for serious violations of school policy, athletic training rules, or misconduct. Coaches are expected, prior to participation, to thoroughly explain the code of conduct to the athletes in his/her charge, and to obtain the signature of each athlete and his/her parent to the document. It is essential that athletes understand that any disciplinary action imposed upon them for violating the athletic code of conduct is in addition to and not in lieu of action prescribed by the appropriate assistant principal. Suspension from athletics can be accomplished by the principal and/or athletic director and does not require a due process hearing.

ADDITIONAL GUIDELINES

There are countless other behavioral issues that could impact a student's eligibility for participation in an extra-curricular activity, which cannot be sufficiently detailed in the Athletic Code of Conduct. Consequently, the athletic director, coach, sponsor, and the administration will determine additional guidelines, expectations, consequences and student support plans. These expectations and guidelines with the Athletic Conduct Code guidelines will be shared in writing with students and parents at the beginning of the season or activity. Although the Athletic Conduct Code guidelines designate its expectations during the time a student is a member of an extra-curricular activity, the school's interest and intent is to expect and support positive student behavior at all times. Serious violations of school rules or community laws that occur during a time a student is not a participant of an extra-curricular activity will be reviewed by administration to determine the best support plan for the student. A student's eligibility status for extra-curricular activity participation is but one consequence that may be considered by the administration when such events occur.

DUE PROCESS PROCEDURES

Due process procedures are as stated in the administrative regulations regarding student discipline will be followed. Following notification of the athletic coordinator/athletic director and principal or information concerning a possible activity code violation, this process will include:

1. Oral or written notice of the allegation(s) against the student including parent notification.
2. The opportunity for the student to respond to the allegation(s).
3. A determination by the coach (first discipline level), athletic coordinator (second discipline level) and Athletic Director (third discipline level) that a violation of the activity codes did or did not occur.

APPEALS

A student may appeal the decision that an activity code violation did occur by notifying the Athletic Coordinator/Director. If this appeal occurs after the third discipline level, then the student would take his or her case to:

- The High School Principal
- The Superintendent (final appeal level)

This appeal shall be processed within three school days of the date an appeal is filed. The student will not be allowed to participate in any contest during the appeal process, but may be allowed to participate in the practice sessions. The student may have representative and/or parents attend the appeal hearing to participate in the discussion.

If there are any appeals to be made regarding disciplinary measures, the District's Grievance Procedure is to be adhered to.

Appendix
Rubric for All-Around Athlete Award for Year End Banquet

| Sport | Poss/Points |
|--|-------------|
| Wrestling | |
| Letter | 3 |
| Top 4 in Weight Class @ Districts | 4 |
| State Medalist | 5 |
| Volleyball | |
| Letter | 3 |
| All-District | 4 |
| All-State | 5 |
| Cross Country | |
| Letter | 3 |
| District 1st Team (Runners placing 1-7) | 4 |
| State 1st Team (Placing in Top 10 @ State) | 5 |
| Basketball | |
| Letter | 3 |
| All-District | 4 |
| All-State | 5 |
| Track | |
| Letter | 3 |
| Place in top two at District Meet | 4 |
| Medal @ State | 5* |
| Baseball/Softball | |
| Letter | 3 |
| All-District | 4 |
| All-State | 5 |
| Cheer | |
| Letter | 5 |
| Individual Honors | |
| District Champ | 2 |
| District Wrestling MVP | 2 |
| Track District High Point | 2 |
| State Champion | 5* |
| State Runner-Up | 4 |
| North/South All-Star | 2 |
| Sepulveda/Great SW Invitation | 2 |
| All-American Cheerleader | 2 |
| Team Accomplishments | |
| District Champions | 3 |
| State Champions | 5 |
| State Runner-Up | 4 |

*maximum per sport

***Athlete must Letter in 3 Sports to Qualify for All-Around Athlete**

***Senior Athlete Award is an accumulation of the Athlete's entire athletic career at Pecos HS. This can include up to 10 semesters of competition. Athlete must have participated in a minimum of 2 sports during their career.**

***The Academic Athlete Award is based on the highest GPA for the current school year only and must Letter in 3 Sports.**

***The Dennis Carrillo Award is based upon head coaches' nomination with evidence of who they believe exemplifies complete dedication and commitment to the programs.**

****Shadow Box recognition of an individual or team will be done when an individual or team wins the State Championship for 3 or more consecutive years in the same sport or event.**

ROLE OF THE PARENTS

Parents need to set the standard of exemplary sportsmanship while attending games/matches and when discussing athletics with others and at home. Because of the nature of athletic competition, parents can be detrimental to a student-athlete's development when they become too involved as aggressive spectators and/or when they act as self-appointed player "agents" or "bleacher coaches" who choose to publicly second-guess coaches' decisions. Also, parents can also be susceptible to the temptation to blame the coach for poor play or lack of performance by their student-athlete or the team. When these types of behaviors occur, the child of these parents may feel excused for his/her effort, or lack thereof, and poor attitudes toward the coach and the team may develop as a result.

Parents need to trust the school and coach as partners in the education and development of their child. Coaches are certainly fallible people who will make mistakes at times. However, there must be a trust that the coach is doing everything that he/she can to help their child in their growth as athletes and as young adults. Mutual trust, respect, and encouragement among coaches, players, and parents will result in a top quality athletic program. This is not to say that parents of a student-athlete should remain silent if a problem arises. Like relationships with teachers, parents should feel free to have open, constructive discussions with the coach on issues pertaining to their child. Parents should expect that the coach will respond with honesty, respect, and a mutual concern for the well-being of their child. Parents are advised not to discuss concerns with the coach "in the heat of the moment," but, rather, should wait (at least overnight as suggested in the following "Communication Procedure") until emotions have cooled. In addition, parents should use discretion and restraint when determining whether to bring a concern forward to a coach. In all such cases, the Communication Procedure that follows should be employed.

Parents (and grandparents, aunts, uncles, cousins, classmates, neighbors and friends) in their roles as spectators should understand their responsibilities to be encouragers of the team, supporters of the school. Spectators should remember that school athletics are learning experiences for the students and that mistakes are sometimes made. Athletes from all sports should be praised in their attempts to improve themselves as athletes and as people. In addition, appreciation for outstanding play by either team should be shown. More specifically, spectators should be aware that it is a privilege to observe the game/match. Respect should be shown to the opposing players, coaches, spectators, and support groups. Treat them as our guests. Game officials should be treated with respect. Understand that they, like you, are fallible and are doing their best to promote the student-athlete. Admire their willingness to participate in full view of the public and be eager to accept their authority.

High School Athletic Program Drug and Alcohol Testing Policy

The Pecos Independent School District Board of Education recognizes that the use of illegal drugs, alcohol and misuse of prescription drugs among student athletes is increasing and a proactive program of deterrence will be instituted as an approach to encourage student athletes to make healthy and positive choices, to provide support in participation in treatment programs for students found to be using prohibited substances and to foster a safe environment for all students participating in New Mexico Athletics Association (NMAA) programs. There will be no academic sanction for violation of this Policy unless the student also violates student handbook policies. **THIS POLICY IN NO WAY LIMITS THE SANCTIONS WHICH MAY BE APPLICABLE UNDER STUDENT HANDBOOK POLICIES.**

I. Purpose:

- a. To deter student athletes from using drugs and alcohol which pose a threat not only to themselves, but to the health and safety of all Pecos students.
- b. Undermine the effect of negative peer pressure by providing a legitimate reason for student athletes to refuse using drugs and alcohol and avoid the misuse of prescription drugs.
- c. Create a safe and drug free environment for students who participate in extra-curricular activities and assist them in getting help when needed.
- d. To ensure that students involved in athletics set an appropriate example for their peers for whom they are role models.
- e. To ensure that students involved in Pecos athletic programs are reaching their full potential in the academic endeavors.
- f. To determine the extent of current substance use and abuse in order to develop effective procedures for reduction of student contact with and use of prohibited substances.

II. Prohibited Substances:

“Prohibited Substances” means:

- a. Controlled substances that are identified in Schedules I through V of Section 202 of the Controlled Substances Act, 21 USC, Statute 812 (United States Code, Title XXI, Chapter 13) or its implementing regulations, 21 CFR Sections 1308.11 to 1308.15 where the use is neither authorized by law nor a valid prescription, or the misuse of a legal substance under Federal or New Mexico law. Such drugs include, but are not limited to: marijuana, cocaine, opiates, amphetamines, methaqualone, benzodiazepines, phencyclidine (PCP), methadone, barbiturates and propoxyphene.
- b. All prescription drugs that were obtained without authorization.
- c. All prescription and over-the-counter drugs that are being used in an abusive manner.
- d. "**Performance Enhancing Drugs**" includes anabolic steroids and any other natural or synthetic substance used to increase muscle mass, strength, endurance, speed, or other athletic ability. The term "performance-enhancing drug" does not include dietary or nutrition supplements such as vitamins, minerals, and proteins that can be lawfully purchased in over-the-counter transactions.
- e. Alcohol use.
- f. The Superintendent or designee is authorized to amend the foregoing list upon reliable medical or chemical information indicating use of such additional substances is detrimental to the health of minors engaged in athletic programs. Any amendment to this list shall be provided to each student athlete and testing for substances on the amended list may commence after ten (10) days' notice of the amended list.

III. Testing Procedures:

- a. Athletic coordinators will present and review the Pecos Drug and Alcohol Testing Policy at the mandatory Parent meeting at the beginning of each season. At this time, student athletes/parents will be informed that the Pecos Drug and Alcohol Testing Policy is posted on the Pecos ISD webpage. The student athlete/parent must

acknowledge reading and understanding this policy as a condition of any further participation in school activities. Confirmation that both parties have read and understand this policy will be documented on the Acknowledgement page signed by parents. Students in grades 8–12 who participate in any NMAA sanctioned high school athletic programs within the Pecos ISD will be subject to random drug testing performed by Pecos Valley Medical Center in San Miguel County, New Mexico and contracted by the District. Testing of a student saliva or urine sample is the approved test modems. All testing will be conducted by the laboratory according to testing standards established by the state or federal government.

c. No student shall be allowed to practice or participate in any Pecos ISD Athletic Programs until the student has submitted a completed physical form that the student is physically approved for participation in Pecos ISD and NMAA sanctioned programs and has returned a Pecos ISD Athletic Drug and Alcohol Testing Consent Form which has been signed and dated by the student and the student's parent/guardian. In doing so, the student is consenting to participation in the random substance testing program. Refusal to cooperate with the requirements of this policy, including failure to provide a saliva sample, will be deemed an admission of the use of prohibited substances and a voluntary resignation from all athletic participation for one calendar year beginning on the date of the refusal.

d. The dates on which testing will be performed shall be also randomly selected and such dates will not be disclosed prior to testing. No student selected for testing will be given advance notice or an early warning that he or she will be tested.

e. A student may be removed from class for testing provided that no timed test or state required assessment test is in progress or that the student is in the process of presenting an oral report. Each student will be given a unique test number sequence and test sample(s) will be coded accordingly. Refusal to provide a sample will be treated as voluntary resignation from all athletic programs in Pecos ISD. Such refusal may also be treated as an admission of violation of this Policy for purposes of other student disciplinary policies.

f. The fact that a student is selected on more than one occasion or on consecutive days for testing shall not be grounds for refusing to be tested.

g. Immediately after the saliva or urine sample is given, the student may return to class with a pass that is signed, dated and timed by the principal/administrative designee.

h. A Refusal to Submit to Random Drug and Alcohol Test form will be filled out and signed by the student, administrator, parent/guardian and a witness. If the student refuses to sign the form, that refusal will be noted on the form by the administrator.

i. The testing laboratory will provide the Superintendent or designee with the test results.

III. Procedures for Positive Tests:

"**Positive**" when referring to a test administered under this policy means a toxicological test result that demonstrates the presence of prohibited substances, using the standards customarily established by the testing laboratory administering the test.

First Violation

a. A mandatory conference with the student's parent/legal guardian, coach, and/or other school administrators will be required.

b. Refer to Athletic Handbook for consequences.

c. The student/parent will sign an acknowledgement of the consequences of a second offense and be required to write a letter to the Athletic Coordinator at his/her school describing how he/she will achieve having a "clean" saliva test result in any future tests.

d. The student athlete will be required to attend athletic events scheduled at their home school and sit with their team, but not in uniform. The student will not be allowed to attend out-of-town events.

e. The student may participate in practices or meetings of their sport at the coach's discretion. The student is not allowed to participate in games.

f. The student will be required to successfully complete the Life of an Athlete on-line program along with a one page report on what was learned from the course.

g. During the twenty (20) day suspension, a random test or tests may be conducted by Pecos ISD. The student athlete will be reinstated in his or her sport as long as the tests are not positive for prohibited substances. A positive test result will be considered a second violation with consequences consistent with the Pecos ISD Athletics Code of Conduct.

Second Violation

- a. A mandatory conference with the student's parent/legal guardian, coach, and/or other school administrators will be required. Refer to Athletic Handbook.
- b. The student will be required to successfully enroll in a counseling program to obtain additional substance abuse counseling that is selected by and paid for by the parent. This counseling must include developing additional or alternative strategies to assist in correcting substance abuse issues. The parent must provide written evidence of completion of the counseling program by the program provider upon return.
- c. The student will write a 2-page letter addressing the second violation and what next steps will be taken so a third violation does not occur.
- d. The student/parent will sign an acknowledgement of the consequences of a third offense.
- e. After the second suspension, the student must complete a drug test which must be performed **at the parent's/guardian's expense. The parent(s)/guardian(s) will be required to reimburse Pecos ISD at the time each test is performed.** The student athlete will be reinstated in his or her sport as long as the test is not positive.

Third Violation

- a. A mandatory conference with the student's parent/legal guardian, coach, and/or other school administrators will be required.
- b. Student athlete will not be allowed to participate in the Pecos ISD for the remainder of his/her enrollment in the district.

IV. Appeal Process:

A student may appeal a suspension under this policy to the Pecos ISD Superintendent by submitting a written request within five (5) days of the positive report of drug/alcohol use. The student will remain suspended from their sport pending an appeal. The Superintendent shall conduct an investigation to determine whether or not the original finding and suspension of the student athlete were justified. The Superintendent shall have a written decision to uphold, modify or revoke within five (5) school days.

Voluntary Disclosure:

All student athletes will be advised of the Pecos ISD Drug and Alcohol Drug Testing Policy and that throughout the year there will be random testing for prohibited substances. They will also be informed they have the opportunity to voluntarily disclose their use of drugs and/or alcohol and should talk with a coach or their school counselor, an athletic trainer, the athletic coordinator or a school administrator.

Students who voluntarily divulge that they have consumed alcohol and/or drugs will be offered assistance. Coaches occupy special roles in the lives of their student athletes and often a student athlete will choose to talk about a personal problem with his/her coach. Our coaches and athletic coordinators want to maintain this position so that student athletes feel free to talk to them. Voluntary disclosure allows a student athlete to voluntarily come forward and ask for help.

If a student athlete does voluntarily disclose their use of drugs and/or alcohol, the coach will schedule a meeting with the appropriate administrative and counseling personnel at their school. At this time, the student athlete will be informed that he/she must take a drug and alcohol test. A student athlete will not be able to participate in any athletic contest(s) until a negative test is produced. The tests will be paid for by Pecos Athletics.

NOTE: The voluntary disclosure opportunity will only be allowed one (1) time while the student athlete is enrolled in the Pecos ISD.

A student athlete will not be allowed to make a claim of voluntary disclosure on a day they are randomly chosen to take the alcohol and drug test.

PARENT SUPPORT & PARTICIPATION

We value your support of Pecos Athletics and ask you to be role models, especially regarding good sportsmanship and positive behavior. Please encourage your son or daughter to meet the high expectations that are placed on our student-athletes and remind them that their athletic participation is a privilege that is earned through good grades and proper behavior.

By signing this document, we confirm that the information and rules listed are understood and will be followed.

Student Name: _____ Grade: _____

Check all Sports you plan on participating in:

Cross Country _____ Volleyball _____ Basketball _____ Wrestling _____
 Cheer _____ Track _____ Baseball _____ Softball _____

My signature below confirms my receipt of and understanding of the Athletic Handbook and Drug Policy and its contents.

Parent Signature _____ Date _____

Student Signature _____ Date _____

AD/AC Signature _____ Date _____

Check one:

Middle School Student: _____

High School Student: _____