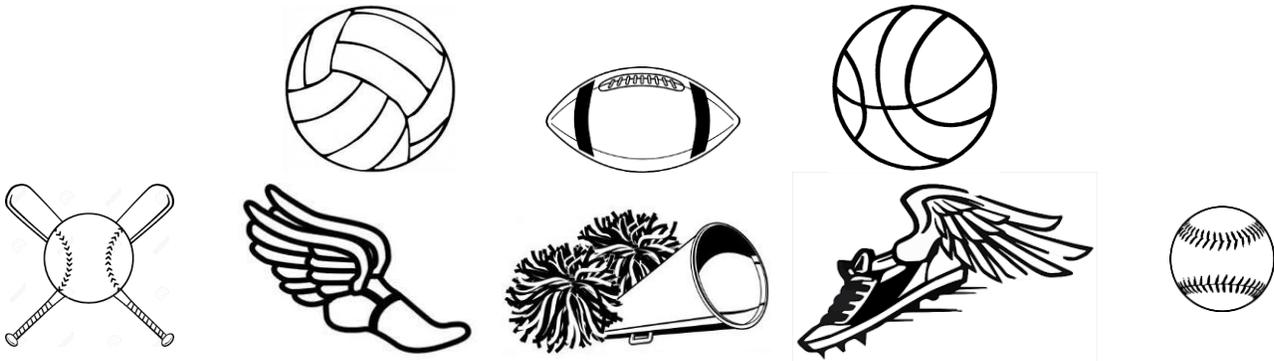


# Capitan Municipal Schools



**2020-2021**  
**Athletic & Activity**  
**Handbook**

# TABLE OF CONTENTS

3	Capitan Municipal Schools Vision Statement
3	Athletic Program Philosophy
3	Goals
3	Guidelines
4	Sportsmanship
4	Athlete Responsibilities
5	Parent/Guardian/Spectator Responsibilities
6	Middle School Athletic Policy
6	Athlete Eligibility
6	Behavior
7	Parent/Athlete/Coach Meeting
7	Tryouts and Cut Policy
8	Travel Regulations
8	Athletic School Awards
9	Admission/Activity Ticket/Pass Purchases
9	Discipline/Illegal Substance and Possession Policy of Illegal Drugs

# CAPITAN MUNICIPAL SCHOOLS VISION

The purpose of the Capitan Municipal Schools is to educate all students. All other purposes are in support of this and are secondary. The schools are responsible for providing the atmosphere and instruction, so students can master learning objectives, acquire skills and knowledge, and display desirable personal qualities and values.

## ATHLETIC PROGRAM PHILOSOPHY

Athletics and Activities at Capitan Municipal Schools play an essential role in the school's education program, providing experiences that help our students grow physically, emotionally, and intellectually. Although students are encouraged and stimulated in many ways to excel and to win, it is imperative that good sportsmanship and ethical behavior reign at all times to promote the educational values of competition and high achievement.

Participation is a committed privilege that carries with it responsibilities to the student's family, team, the student body, and to the school community. Athletics and Activities contribute significantly to preparing participants to become productive, contributing citizens of our community and society as a whole. In addition, Capitan offers its students the opportunity to demonstrate a willingness to accept responsibility for their actions, to express ideas and solutions to problems, and to learn the value of fair play, honesty, and collaboration towards a common goal.

## GOALS

- To promote self-discipline and emotional maturity while developing physical and intellectual talents and skills.
- To encourage and develop respect for authority and the rights of others.
- To develop and maintain the highest level of sportsmanship and collaboration.
- To develop a sense of responsibility to the team, school, and community.
- To enhance the ability to think and work, both as an individual and team member.
- To have the opportunity to compete with and against others in preparation for a competitive society.

## GUIDELINES

Athletics and activities are governed by the Capitan Municipal Schools Policy Manual, Capitan Municipal Schools Secondary Parent/Student Handbook, and the New Mexico Activities Association (NMAA) regulations (see [www.nmact.org](http://www.nmact.org)). It is the responsibility of individuals to become familiar with and abide by the regulations governing athletics.

**\*\*This handbook is subject to revision at any time by the Board of Education.**

**Approved by the Board of Education on May 28, 2019**

# SPORTSMANSHIP

There is an innate desire within all of us to win. The pursuit to win must never be suppressed, but it must always be honorable. This quest must carry with it the realization that someone is not always going to win. In high school athletics winning must not be the “only thing”- handling a loss is also important in the educational process. It is imperative that we remember the importance of high school athletics and that its impact is not only dependent upon the outcome of games, but upon good sportsmanship. Capitan Municipal Schools expects everyone within our school community to demonstrate good sportsmanship and a sense of fair play during all athletic and activities events.

Sportsmanship can be defined as a display of respect for the rules of a sport or activity and for all individuals involved: players, coaches, officials, and fans. Good sportsmanship, then, embodies a commitment to fair play, ethical behavior, and integrity. Players play, coaches coach, officials administer the rules, and fans are encouraged to cheer in a positive manner for their team and show respect for their opponents.

## ATHLETE RESPONSIBILITIES

- An athlete must maintain eligibility status (See page 6).
- Athletes are expected to report on the first day of each sport season unless participating in another sport that is still in season. The AD and coach must be informed of any extenuating circumstances that keep an athlete from participating at the start of a season.
- An athlete dropping a sport shall first discuss the departure with the coach. He/she must also return all equipment and clear all financial responsibilities with the AD.
- An injured athlete shall report to practice sessions and meetings unless excused by the coach. An injured athlete can continue to observe and help the team as much as his/her condition will allow.
- Athletes are expected to attend all scheduled practices and meetings. If circumstances should arise whereby an athlete cannot attend, the athlete shall notify the coach prior to the meeting or practice through personal contact or arrange for the notification by his/her parents. Coaches will have final decisions and direction with individual athletes.
- Varsity playing time is not negotiable. Playing time is up to the discretion of the coach.
- In order to participate in an event, the athlete must attend all applicable classes on the corresponding day or all classes on Thursday for weekend events. Athletes must also attend all classes the day after an event. Unusual circumstances (i.e. medical or family emergency) will be handled on an individual basis with the AD or principal. Written verification of doctor or dentist appointments must be provided.
- Cell phones or other electronic devices are not to be used during practice or games. Use during travel is at the coach's discretion.
- All students participating in athletics will adhere to the dress code set by the Capitan Municipal Schools and by their coaches whenever they are representing the school in any way.

- Student athletes must display good sportsmanship, respect for others, and high moral character at all times.
- When athletes have concerns or when issues arise during a season, they are encouraged to discuss the matter with the coach. This is an important relationship building element that helps athletes build character and maturity.
- Students and parents should never post negative or inappropriate conversations or photos regarding school activities/athletics or individuals on social media.

## **PARENT/GUARDIAN/SPECTATOR RESPONSIBILITIES**

When Capitan students participate in the athletic program, they experience some of the most memorable and rewarding moments of their lives. However, in contrast to the memorable and rewarding moments are times when things do not go the way the student athlete wishes. These times become opportunities within the educational experience for the student athlete to handle the situation and foster opportunities for maturation and learning. We ask that parents support athletes by promoting a positive relationship with coaches and players and by supporting the goals of the athletic program in the following manner:

- Model positive behavior and good sportsmanship at all athletic events by respecting the judgment of officials and coaches.
- Do not attempt to confront coaches before, during, or after a practice or game. These can be emotional moments for both parents and coaches and meeting at those times will not promote resolution. Coaches should not be contacted 24 hours after a game or immediately after practice. All Parent meetings with Coaches will be held with the AD present and at an appropriate time for all involved.
- If a fan (parent, guardian, or spectator) speaks negative in any manner that is directed towards ANY person including, but not limited to: Coaches, Players, Coaches Spouses and Children, Student-Athletes, Officials, Opposing Teams, Fans, or anyone else that can be seen as putting Capitan Schools in a un-sportsman like situation during a game or practice and/or on social media, that person is subject to disciplinary action and can/will be ejected for up to 365 days from all athletic events per NMAA.
- If any fines are assessed to Capitan Schools by the NMAA due to a fan/spectator, that fan/spectator will be responsible for paying the entire fined amount.

NMAA BYLAW 7.7.4: A school is responsible for the conduct of its team, coaches, students, and fans at any interscholastic event in which the school is participating. The Executive Director 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.

# MIDDLE SCHOOL ATHLETIC POLICY

The following policy of “teaching skills” and the “will to win” will be implemented at Capitan Municipal Schools. This policy, being in the best interest of the entire student body of Capitan Schools, will develop a sequential program consisting of the following:

- Middle Schools student athletes are allowed to play on A and B teams, which will be a mix of 7<sup>th</sup> and 8<sup>th</sup> grade athletes, depending on the coach’s evaluation and the athlete’s skill level.
- Middle school athletes can practice after school on a limited basis if the coach communicates with administrators so that scheduling issues are met first.
- Middle School coaches will follow the weekly practice code to determine the playing time for each individual junior high athlete.

(1) Each athlete must attend all practices prior to any competition

(2) Athletes with school discipline will not be allowed to participate in any competition

(3) Any athlete who does not follow or complete a daily practice will not be allowed to compete

Allowing them to display their skills and exhibit the “will to win.” The Administration will decide how to implement Middle School sports with all students involved.

## ATHLETE ELIGIBILITY

In order to participate in athletics at Capitan Municipal Schools, a student athlete must meet the academic requirements set forth by the NMAA (currently a 2.0 with no F’s). The athlete must also have a physical form, concussion form, parent permission form, and proof of medical insurance turned in before being issued any equipment or practicing. If an athlete quits one sport, he/she is not eligible for another sport until the corresponding season has ended and will be given the grade of 60/D for that 9 weeks unless permission has been granted by the AD and both coaches. Once an athlete quits a sport for any reason, they are not eligible to return to that sport for any reason.

## BEHAVIOR

The school parent/student handbook and policy manual has a description of behavior expectations. As related to athletics:

- Athletes represent themselves, Capitan Municipal Schools, and the community every time they compete in an athletic event. Good sportsmanship and respect for others must be displayed at all times.
- There will be no tolerance for illegal activity or the possession/use of any illegal substance including alcohol, tobacco, E-Cigs/Vapes, marijuana/hemp, or any other type of drugs including look-alikes and/or over-the-counter medications.

- If misbehavior occurs during an out-of-town trip, parents may be required to pick up the athlete from the event.

As stated, participation in athletics is a privilege, not a right. Any infraction may result in suspension or expulsion from the sport or athletics.

## **PARENT/ATHLETE/COACHES MEETING**

A coaches/parent meeting for all sports will take place at the beginning of each school year. Agenda and practice plan will be turned into the Athletic Director. During the parent meeting, the following will be discussed for each sport:

- Program expectation/goals
- Expectations of athletes (at practice, games, travel) in terms of good sportsmanship and use of uniforms/equipment.
- Consequences for not meeting expectations
- Game schedules
- Practice schedules and consequences for missing practice
- Fundraising plans(Capitan Booster Club)
- Contact information (all coaches)
- School attendance rules in relation to practice and games
- Any other pertinent information

## **TRYOUTS AND CUT POLICY**

- Before the start of the season, all athletes and parents/guardians understand athletes are not guaranteed playing time, a uniform, or to travel. All of these factors will be determined by the coaching staff with prior notice to the athletes.
- Four days of practice/tryouts–evaluation period for all athletes.
- Clear and fair evaluation tool developed by the coach and approved by the Athletic Director/Administration.
- Cuts will be made to a minimum of 12 Athletes per team, but may exceed 12 as determined by the coaching staff of that sport. (Example: Girls Varsity Basketball 12 Athletes, Girls JV Basketball 12 Athletes, for a total of 24 Athletes in the program).
- There will be a meeting with the Coach, Athletic Director, Athlete, and Parents before being removed from the program.
- If cuts have been made in a program, 8<sup>th</sup> graders will not be able to move up at the end of the season.

# TRAVEL REGULATIONS

- Students must travel with the team/club using school-sponsored transportation to and from out of town contest. These vehicles are to be driven by adults certified and approved by the Capitan Municipal Schools administration. Students are never to drive themselves to an out of town game or competition. In unusual situations, parents may transport their own child with prior written approval of the principal or superintendent and prior notification of the coach.
- In an unusual situation and at the discretion of the AD, principal, or superintendent, students may continue on to another destination with someone other than their parents or legal guardians with the following provisions:
  - The student has presented the coach/sponsor with a written request from a parent or legal guardian and signed by the AD, principal, and/or superintendent prior to the trip.
  - Any other circumstance must have administrative approval prior to the trip.
  - On school sponsored trips, students shall maintain school vehicles/buses in a state of cleanliness. Students shall behave in a manner that does not distract the bus driver or bring discredit upon him/her or the school. Coaches have the right to search any and all personally belongings brought by students if they deem necessary.
  - Coaches/sponsors will confirm that all students have left or have reliable transportation available before leaving the school after contests/games or practices. Parents are asked to be prompt when picking up their child.

# ATHLETIC SCHOOL AWARDS

## **Distinguished Tiger-**

Athletes who have competed in two Capitan District sanctioned sports their senior year, have been in two Capitan District sanctioned extracurricular activities, and have a minimum of a 3.2 cumulative GPA will be considered for the Distinguished Tiger Award. Students who cannot play due to a school sports injury must continue to attend practice and participate in some other form (i.e. manager) in order to be considered for the award.

## **Tiger Award-**

Athletes who have competed in three Capitan District sanctioned sports their senior year, and have a minimum of a 2.8 cumulative GPA will be considered for the Tiger Award. Students who cannot play due to a school sports injury must continue to attend practice and participate in some other form (i.e. manager) in order to be considered for the award.

## **Sportsmanship Award-**

Athletes who have competed in two Capitan District sanctioned sports their junior or senior year, and have a minimum of a 2.0 cumulative GPA will be considered for the Sportsmanship Award.

Those students eligible for the school awards through participation and GPA will be reviewed by a committee of coaches, teachers, and administration to determine a winner.

# ADMISSION/ATHLETIC TICKET/PASS PURCHASES

Regular admission prices are \$5.00 for adults / \$4.00 for seniors, military, and all non Capitan students over the age of 4toall High School and Middle School games.

**All current Capitan students will receive free admission to regular season events.**

Athletic passes shall be as follows and must be purchased at the same time to qualify for this discount:

Individual Adult - \$75.00 Military/Senior - \$50.00

Immediate Family/Guardian of two or more - \$135.00

All attendees into the Capitan Classic, Smokey Bear Tournament, District & Regional Tournaments, and State Championship games must purchase a ticket. No Athletic Passes will be accepted at these contests: This includes all staff/spouses unless they are working the event.

## DISCIPLINE/ILLEGAL SUBSTANCE AND POSSESSION POLICY OF ILLEGAL DRUGS

All students participating in extracurricular activities/athletics are to adhere to the basic policy concerning illegal or misused substances to include the following but not limited to the following; (tobacco, vapes/e-cigs, alcohol, marijuana/hemp, cocaine, heroin, lsd, pcp, steroids, methamphetamine, prescription drugs, stimulants, over-the-counter and all other utilized other than prescribed intent).

**Violations: A Student found to have been in violation of this policy shall be subject to the following consequences and all violations will be cumulative for the duration on their Middle school or High School Career. If a student is found in violation while they are in Middle School (6<sup>th</sup> – 8<sup>th</sup> grade) all violations will be cumulative. Once a student plays up at the High School level as an 8<sup>th</sup> grader they will be considered a High School Student Athlete. If a student is found in violation while they are in High School (9<sup>th</sup> – 12<sup>th</sup> grade) all violations will be cumulative.**

**1 First Violation** Fifteen (15) school days suspension activity/athletic suspension from participation. Drug/Substance Abuse Course/counseling through SBHC/Region IX. Completion of a Vape/E-cig program (if applicable) is required. Failure to complete the program will result in dismissal from the activity/athletic program for the remainder of the current school year.

**2 Second Violation** --Pending long-term hearing results-- Minimum of a Thirty (30) school day suspension from all school related activities and participation. Mandatory community service of ten (10) documented hours through the Athletic Director.

It is our intent and desire of the Capitan Municipal School District Board of Education, Administration, and Staff that every student involved in activities in the Capitan Municipal School District refrain from using or possessing illegal drugs/alcohol. Evidence of a problem with experimentation and use of drugs/alcohol comes from anecdotal evidence, from student/administration discussions, discussions with parents, athlete/coach discussions, the increasing number of discipline referrals, violations of the Capitan Athletic/Activity Contract, and observations of changing behavior patterns in students. This Policy is intended to supplement and complement all other policies and regulations of the Capitan Municipal School District and the New Mexico State Public Education Department regarding possession or use of illegal drugs/alcohol. Participation in school-sponsored activities is a privilege.

Students who participate in activities are looked to as positive examples and are held to a higher standard of behavior and discipline by the student body and community. They are expected to hold themselves as good examples of conduct, sportsmanship, and self-discipline. Accordingly, as part of the privilege of participation, students involved in extracurricular activities carry a responsibility to themselves, their fellow students, their parents, and their school to set the highest possible example of conduct, which includes avoiding the use or possession of illegal drugs or alcohol.

The purpose of this Policy is to prevent drug/alcohol use. Some goals are:

- To educate students as to the serious physical, mental and emotional harm caused by illegal drug/alcohol use;
- To alert parents and students with possible substance abuse problems to the potential harm of illegal drug/alcohol use,
- To prevent injury, illness, and harm as a result of illegal drug/alcohol use,
- To strive for an environment free of illegal drug/alcohol use and abuse,
- To provide students the ability to say “no” to peer pressure when dealing with substance abuse situations,
- To foster school/parent/student communication and teamwork for the benefit of each student,
- To encourage students to make proper, informed, decisions that positively affect their lives.

The sanctions of the Policy relate solely to limiting the opportunity of any student found to be in violation of the Policy to participate in any activity programs. There will be no academic sanction for violation of this Policy unless the student violates student handbook policies. **THIS POLICY IN NO WAY LIMITS THE SANCTIONS WHICH MAY BE APPLICABLE UNDER STUDENT HANDBOOK POLICIES/CAPITAN MUNICIPAL BOARD POLICY.**

Illegal substance abuse of any kind is incompatible with participation in any activities program offered by the Capitan Municipal School District. For the safety and well-being of the students involved in activity programs, the Capitan Board of Education had adopted this Policy for the use by all eligible students grade 7-12 involved in athletic or activity programs.