



**ATHLETIC DEPARTMENT
HANDBOOK FOR COACHES
2020- 2021**



SHARYLAND INDEPENDENT SCHOOL DISTRICT

ADOPTED: 12/16/19
UIL APPROVED: 02/12/2020

2020 - 2021 District Calendar

2020

JULY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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26	27	28	29	30	31	

AUGUST

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30	31					

SEPTEMBER

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OCTOBER

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NOVEMBER

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29	30					

DECEMBER

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27	28	29	30	31		

First Day of School
Last Day of School

August 17, 2020
May 26, 2021

INSTRUCTIONAL PERIODS

SEMESTER 1

1st Progress Report (09/04/2020)	29
1st Reporting Period (09/24/2020)	
2nd Progress Report (10/16/2020)	24
2nd Reporting Period (10/30/2020)	
3rd Progress Report (11/20/2020)	29
3rd Reporting Period (12/18/2020)	

SEMESTER 2

4th Progress Report (01/29/2021)	31
4th Reporting Period (02/18/2021)	
5th Progress Report (03/12/2021)	33
5th Reporting Period (04/15/2021)	
6th Progress Report (05/07/2021)	28
6th Reporting Period (05/26/2021)	

Total School Days 174

Beginning of reporting period End []
of reporting period

DISTRICT HOLIDAYS

Columbus Day <i>Indigenous Peoples' Day</i>	October 12
Thanksgiving Break	November 23 - 27
Winter Break	December 21 - January 1
Bad Weather Day	February 8
Spring Break	March 15 - 19
Good Friday	April 2

Early Release Days

December 18	December 8 - 11
May 26	April 6 - 9
	May 4 - 7 & 11 - 14
	June 22 - 25

STATE TESTING DAYS

STUDENT HOLIDAYS

TEACHER - **IN SERVICE** / **WORKDAYS** / **P & P**

August 11 - 14	August 10	September 25
January 5	January 4	November 2
May 27	May 28	February 19
		April 16

UIL 7 - Day Grace Period

October 1	February 25
November 6	April 22
January 13	

Minutes of Operation

TERM	JH	ELEM
Reporting Pd 1	13,804	13,050
Reporting Pd 2	11,424	10,800
Reporting Pd 3	13,583	12,870
Reporting Pd 4	14,756	13,950
Reporting Pd 5	15,708	14,850
Reporting Pd 6	13,107	12,420
TOTAL	82,232	77,940

Elem: 8:00am - 3:30pm = 450 mins per day
Elem Early Dismissal (12:30pm) = 270 mins
JH: 8:00am - 3:56pm = 476 mins per day
JH Early Dismissal (12:15pm) = 255 mins

2021

JANUARY

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FEBRUARY

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MARCH

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APRIL

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MAY

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JUNE

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Administration, and Support
Staff



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General Information, Misc....

SECTION A



BOARD OF
DIRECTORS

ADMINISTRATION
& SUPPORT STAFF

BOARD OF DIRECTORS

Keith Padilla	President
Julio Cerda	Vice-President
Hector Rivera	Secretary
Melissa Smith	Asst. Secretary
Ricky Longoria	Member
Dr. Noe Oliveira	Member
Jose Pepe Garcia	Member

EXECUTIVE CABINET

Dr. Maria M. Vidaurri	Superintendent
Pam Montalvo	Asst. Superintendent for Curriculum and Instruction
Dr. Belinda S. Gorena	Asst. Superintendent for Student Services and Community
Ismael Gonzalez	Asst. Superintendent for Business and Finance
Jake Salcines	Executive Director for Curriculum & Instruction
Debra Garza	Director of Human Resources
Richard Thompson	Athletic Director

Sharyland ISD Mission Statement

The mission of the Sharyland Independent School District is to provide the highest quality education possible to all students. To the full extent of their individual abilities, students will be provided the opportunity to develop the ability to think logically, independently and creatively and to communicate effectively. The district will promote the worth and dignity of all students and encourage them to become productive and responsible members of the community.

Sharyland ISD Athletic Mission Statement

Mission Statement:

Sharyland ISD's Mission is to inspire, educate and empower all students to reach their full potential and become leaders of the highest moral character.

DISTRICT STRATEGIC PLAN

- Goal 1: Teaching and Learning
- Goal 2: Human Capital
- Goal 3: Values and Ethics
- Goal 4: Technology
- Goal 5: Finance, Facilities, and Safety

Administration and Athletic Support Staff

Richard Thompson	Athletic Director	1165
Ron Adame	Sharyland Athletic Coordinator	1291
Lori Ann Garza	Sharyland High School Principal	1176
Belinda Garcia	Pioneer High School Principal	4015
Thomas Lee	Pioneer Athletic Coordinator	4016
Lydia DeLeon	B.L. Gray Girl's Coordinator	1641
Frank Silva	B.L. Gray Boy's Coordinator	1640
Julie Carranza	B.L. Gray Principal	1724
Jeff Getz	North Boy's Athletic Coordinator	3548
Shelly Vest	North Girl's Athletic Coordinator	3550
Lorene Bazan	Sharyland North Principal	3406

Athletic Trainers

Aaron Moss	Pioneer High School	222-6871	4049
Robert Montoya	Pioneer High School	205-8702	4050
Andrew Jacques	Sharyland High School	660-888-1434	1295
Jason Smith	Sharyland High School	222-6872	1252
Alyssa Garza	B.L. Gray Jr. High	458-2525	1757
Arlene Gutierrez	Sharyland North Jr. High	340-2100	3520

Athletics Secretaries

Carmen De La Garza	Athletic Director's Secretary	1165
Maria Elena Munguia	Athletic Coordinator Secretary Pioneer	4016
Pam Saenz	Athletic Coordinator Secretary Sharyland	1404

SECTION B



Sharyland Coaching Philosophy

Sportsmanship

Coaching Expectations

Coaches Checklist

Dress Code for Coaches

Game Day Scheduling

Minimal Penalty for Coaches
Misconduct

Athletic Code for Coaches

Designated School Administrators
Guidelines

Sharyland Coaching Philosophy:

The Sharyland Independent School District Athletic Program plays an integral part in student learning and the development of well-rounded students. The purpose of our athletic program is to promote high academic standards along with developing our young men and women to be the best possible student, athlete, and citizen they can possibly become through the spirit of competition. Coaches will motivate our student/athlete to always put forth their best effort in the development of their character, talents, and academic success.

Sportsmanship Goals

Sportsmanship is an often-used word. Yet no definitive explanation is readily available. We do know that it refers to some key concepts:

- Citizenship
- Integrity
- Respect for Opponents and Officials
- Fair Play
- Understanding of the Rules
- Appreciation for all Performances
- Personal and Institutional Pride
- Gracious Acceptance of Results
- High Moral Character

All Coaches are Expected to Display and Promote the Following Behaviors:

- Exemplify the Highest Moral Character, Behavior, and Leadership Standards
- Respect the Integrity and Personality of the Individual Athlete
- Abide by and Teach the Rules of the Game in Letter and Spirit
- Set a Good Example for Players and Spectators to Follow
- Shake Hands with the Officials and Opposing Coaches Before and After the Contest in Full View of the Public
- Respect the Integrity and Judgement of Game Officials
- Display Modesty in Victory and Graciousness in Defeat in Public. Please Confine Remarks to Game Statistics and the Performance of your Team.
- Instruct Participants and Spectators in Proper Sportsmanship Responsibilities and Demand that they Make Sportsmanship their Number One Priority
- Develop a Program that rewards Participants and Spectators for Displaying Proper Sportsmanship and Enforces Penalties on those Who do not Abide the Rules and Standards
- Treat Opponents like the Way you would want to be treated.

COACHES CHECKLIST

YEARLY REQUIREMENTS

1. All coaches must have signed a Professional Acknowledgement Form on file with the Athletic Office.
2. All coaches must complete concussion training course. Elements in this 2-hour coaches concussion education training has been mandated by HB 2038. This training must be completed every 2 years.
3. All coaches must complete the online Coaches Certification Program certification yearly, as prescribed by the UIL, prior to the beginning of the school year.
4. All coaches must complete CPR, AED, & First Aid training every 2 years. These certificates must be on file with the athletic department via the athletic trainers.
5. All first-year coaches must complete the online UIL Coaches certification course "The Fundamentals of Coaching in Texas" Certificates of completion forms must be on file with the Athletic Office.
6. It is required that a game administrator be designated for all athletic contest. The on the field or court coach cannot be designated as a game administrator. Head coaches are responsible for these duties at all sub-varsity contests.
7. A grade check procedure for all sports must be implemented on every campus. Coaches, sponsors, and other faculty members must be aware of their responsibilities.
8. The eligibility of each athlete is the Head coach's responsibility.
9. All head coaches are responsible for UIL eligibility forms and PAPF forms.
10. It is the responsibility of each school to keep on file the required annual UIL and school forms for each student who participates in any practice, scrimmage, or game or in the athletic periods. **ALL students participating in athletics must have the following current forms on file:**
 - Physical exam and medical history form (must use UIL form)
 - UIL Acknowledgement of Rules Form
 - UIL Parent and Student Agreement/ Acknowledgement Form/ Anabolic Steroid Use and Random Steroid Testing Form
 - School Insurance Information Form
 - Sharyland Extracurricular Code of Conduct Policy Form
 - Sharyland Athletic Emergency Information Form
 - UIL Sudden Cardiac Arrest Awareness Form
 - UIL Concussion Acknowledgement Form
 - These forms must be on file in the Athletic Office or Trainers Office. The same forms may be used for more than one sport.

ALL COACHES REQUIRED UIL DOCUMENTS AND CERTIFICATIONS MUST BE COMPLETED AND TURNED IN BEFORE COACHES MAY BEGIN STUDENT INSTRUCTION.

DRESS CODE FOR COACHES

Coaches are expected to adhere to the SISD Employee Standard in addition to the following dress code guidelines for practices and competitions. As a representative of SISD, employees should remember that their appearance is a direct reflection on the level of professionalism in our school. For this reason, all employees shall follow these basic minimum guidelines in regard to dress and personal appearance at athletic contest and practices. When a coach is in a building, they should be wearing slacks, pants, warmups and a collared shirt. No shorts are allowed in the building.

PRACTICE ATTIRE FOR ALL SPORTS:

- Coaching attire in neutral or school colors is recommended
- Logo on shirt and/or shorts must be appropriate for a school setting
(Example no beer or inappropriate logos on shirts)

INDOOR GAME DAYS- VOLLEYBALL AND BASKETBALL:

- Varsity- Dress, skirt, slacks, khakis, capris, suit, collard coach's shirt, blouse, dress shoes, boots.
(Jeans, shorts, t-shirt, warm-ups, flip flops and tennis shoes are unacceptable).
- Sub-Varsity and Junior High School- Same as Varsity but may also include dressy jeans (should not be tattered, torn or overly faded) and tennis shoes. No Flip Flops at any time.

GAME DAY- TENNIS, GOLF, TRACK, SOCCER, CROSS-COUNTRY, SOFTBALL, SWIMMING, POWERLIFTING, AND WRESTLING:

*Varsity, Sub-varsity, & Junior High Schools: Long dress shorts, wind suits, long pants, jeans (should not be tattered, torn or overly faded), Capris, school logo shirt with collar, tennis shoes are acceptable

GAME DAY- FOOTBALL

*Varsity- All coaches should dress alike in long pants and collared coach's shirt (in neutral or school colors.)

*Sub-varsity & Middle School- same as Varsity but may also include khakis or school issued shorts

GAME DAY-BASEBALL/ SOFTBALL

- All levels- Baseball game uniform or uniformed attire

FOR ALL ATHLETIC COACHING STAFF AT SHARYLAND ISD

Clothing that is revealing, suggestive or would cause a distraction is unacceptable. Also refer to school district employee dress policy. Neutral colors: grey, white, khaki. Black is not considered a school color and may not be worn with the exception of shorts, dress pants and blouses. Dry fit crew neck is allowed in place of collared shirt, but it must have a school logo if worn at an athletic contest.

Note: Visible body piercing is prohibited except for ear piercing on females. Body tattoos must be covered at all times.

GAME SCHEDULING AND SITES

Scheduling of all games will originate from the District Executive Committee/ Athletic Office of Sharyland Independent School District. **Changes or rescheduling should not occur unless cleared through the Athletic Director/Coordinator at the high school level or the athletic coordinators at the junior high level.**

The Athletic Department will select the sites for athletic events. Seating capacity, anticipated attendance, availability, etc., will be considered in determining the site.

Where rescheduling of games or sites is necessary, athletic director/ athletic coordinators and coaches will be advised prior to the event.

GAME CANCELLATION AND/OR SCHEDULE CHANGES

Reasons for game cancellation and/or schedule changes.

1. ENVIRONMENTAL CONDITIONS
 - Weather conditions hazardous to the health and safety of the participation.
 - Conditions rendering field unplayable.
2. SPECIAL CAMPUS ACTIVITIES
 - Testing conflicts
 - Other administrative calendar conflicts involving the Superintendents directives.
3. UNSAFE CONDITIONS OR DAMAGE TO CAMPUS
4. NO TEAMS SHOW UP TO PLAY

****Must be approved by the athletic director/athletic coordinator***

**** No games will be cancelled or rescheduled without the prior approval of the athletic director/athletic coordinator.***

GAME REPORTING

ALL SPORTS:

- When Sharyland ISD schools are playing on-campus contests, the home team has the responsibility of notifying the newspapers. Likewise, on all out-of-town trips, all scores and results need to be called into the local media as soon as possible.
- Pre-season newspaper questionnaires, weekly statistical reports, all-tournament results, and any other information requested by the media needs to be forwarded as soon as possible.
- All Stats must be submitted to the Monitor, Max Preps.
- All Head Coaches should report all results to the Athletic Coordinator, Athletic Director, and Principal immediately following the event.

Coaches Penalty Assessment Plan:

UIL-Section 1208 I 1-4

This is a statement from the C&CR for coaches receiving penalties for misconduct

Minimum Penalty for misconduct

- (1) *Automatic Minimum penalty.* Any coach who is ejected from a contest for unsportsmanlike conduct, or any football coach who is given two or more 15 yard unsportsmanlike penalties during a contest may accept an automatic penalty for their ejection or appeal the ejection. A coach who appeals the ejection is required to appear before the State Executive Committee. If the coach accepts their automatic penalty or their ejection is not overturned on appeal, the coach will be subject to:
 - (A) An automatic penalty of public reprimand (name will be published once in the Leaguer) and one year probation in the applicable sport; and
 - (B) Completing the National Federation of State High School Association Teaching and Modeling Behavior Course and Fundamentals of Coaching Course.
- (2) *Automatic Greater Penalty.* If a coach so penalized has no proof of having completed the UIL Coaches Certification Program prior to the sports season, the coach shall also be automatically suspended from the next game/contest.
- (3) *Subsequent Violations.* Any further ejections or accumulation of two 15 yard unsportsmanlike penalties during a football game, while on probation, will require the coach to appear before the State Executive Committee for consideration of penalty.
- (4) *Notification.* Schools shall notify the UIL within three school days if a coach has been ejected from a game or received two 15-yard unsportsmanlike penalties.
- (5) *Player Ejection.* Any player ejected from a contest is subject to an automatic penalty. The penalty is as follows:
 - a. Football- Ejected player misses the rest of the game plus the first half of the next game.
 - b. Other Sports- Ejected player misses the rest of the game plus the following game.
 - c. Appeals- the UIL Executive Director may develop a process for appealing student ejections.

SHARYLAND ISD COACHING EJECTIONS OR UNSPORTSMANSHIP CONSEQUENCES

All coaching ejections shall be reported to the principal, athletic director, and campus coordinator immediately following the game. Any athletic contest suspensions due to misconduct by a coach, player, or fan shall be reported immediately to the principal, athletic director and the campus coordinator.

In addition to the UIL minimum penalty, Sharyland ISD coaches' ejection policy will consist of:

- (1) Letter of Reprimand by the Athletic Director/Coordinator or Junior High Coordinators
- (2) A one game suspension
- (3) Any further ejections will be subject to further consequences.

UIL-SECTION 1201 OF C&CR

(b) THE ATHLETIC CODE FOR COACHES. The code for athletic sponsors includes the principles described in Subsection (a) and the purposes listed in Section 1200. Further, the coach's code includes:

- (1) Being aware of, understanding and following all rules governing the competition for which the coach is responsible.
- (2) Informing one's immediate supervisor in writing the next school day after a contest if ejected from that contest for unsportsmanlike actions, or, in football, if given two 15-yard unsportsmanlike penalties during one contest, knowing that such conduct requires automatic penalty.
- (3) Treating athletes based on what is best for the education, general welfare and health of the student.
- (4) Professional loyalty to other coaches.
- (5) Not removing a team from a contest as a protest.
- (6) Adhering to in season and out of season practice regulations.
- (7) Adhering to policies which do not force athletes to specialize or restrict them from participation in other sports.
- (8) Allowing students to participate in one school sport without requiring, as a prerequisite, participation in another school sport.
- (9) Abstaining from any practice which would bring financial gain to the coach by using a student's participation in a camp, clinic, league or other non-school athletic event, such as a rebate for each player sent to a particular camp or from each player using a particular product.

Coaches shall not charge a fee for private instruction to student-athletes during the school year. The restriction on charging fees for private instruction applies only to those students who are:

- (A) in grades 9-12 and;
 - (B) from the coach's attendance zone; and
 - (C) participating in the sport for which the coach is responsible.
- (10) Abstaining from any practice that makes a student feel pressured to participate in non-school activities.
 - (11) Avoiding any coaching practice which would endanger the welfare or safety of any player.
 - (12) Emphasizing the academic progress of all participants by a regular, documented check of their academic standing, both in season and out of season.
 - (13) Scheduling games and practices to avoid unnecessary loss of study or class time.
 - (14) Utilizing the best and most current teaching, coaching and training methods through affiliation with professional associations and publications.
 - (15) Abstaining from any practice that solicits teachers to modify a participant student's grade for eligibility purposes.
 - (16) Avoiding any actions that encourage, condone or tolerate the use of performance enhancing drugs by any student-athlete.
 - (17) Emphasizing a chemical awareness program that informs and educates students of the damaging effects of anabolic steroids and other illegal drugs.
 - (18) Disclosing to opposing schools any known conflict of interest with an assigned sports official prior to a contest.

The following information represents SISD Athletic Offices recommendation for penalty assessments.

UIL/TEA Violations

In UIL/TEA activities where the violation could or possibly result in a probable **public reprimand** and/or **suspension** of a player, sponsor, or coach or where the school could receive a public reprimand or suspension, it, is recommended that the campus administrator take immediate action. Once the seriousness of the matter is determined and evidence indicates possible wrongdoing, the administrator should relieve all parties of their coaching duties until the matter can be referred to the District Executive Committee.

Examples of violations:

- Coach, player, or fan abusing officials
- School or coach knowingly playing an ineligible player
- Any situation where a coach, sponsor, player, or school representative knowingly violates UIL rules

STATE, DISTRICT, OR DEPARTMENT POLICY VIOLATIONS-In activities where the violation does not concern UIL/TEA but does concern state, district, or departmental policies and is serious enough to involve **job termination or litigation** involving the school, coach, or sponsor, it is recommended the immediate action be taken to relieve all involved parties of their coaching duties until guilt or innocence is determined. Relieving a person from their prescribed job duties is not intended to establish guilt or innocence before due process is afforded Examples of violations:

- Hitting a player
- Inappropriate conduct between player and coach
- Miss-appropriation of Funds
- Failure to supervise teams properly

Designated School Administrator Designated School Administrator

The school district superintendent and/or his designate is responsible for enacting and enforcing a crowd management policy for contests sponsored by his/her district.

Guidelines: (By no means is this list of guidelines inclusive.)

1. A crowd control policy for season athletic contests shall be endorsed by the school board and on file with the district executive chairman and in possession of those in the individual school directly responsible.
2. All interscholastic contests must be approved by the superintendent or his designee.
3. There must be a designated administrator at all home contests (who is not coaching at the contest).
4. Students, participants and staff members are expected to conduct themselves in a sportsmanlike manner. Failure to do so will be a violation and subject to penalty.
5. The member school superintendent is responsible for initiating disciplinary measures against those guilty of violations.
6. The host administration must insure the safety of the officials.

Procedures:

1. For varsity contests the school designee shall meet the officials:
 - a. Introduce himself/herself.
 - b. Indicate where he/she will be sitting.

The designated school administrator shall meet the officials at the designated times as listed below.

Baseball: 30 minutes prior to the game at the conference with coaches and umpires.

Basketball: 30 minutes prior to the game.

Football: At least 30 minutes prior to the game meet with referee on the field.

Soccer: Prior to the start of the game, on the field with center official and lines persons.

Softball: 30 minutes prior to the game at the conference with coaches and umpires.

Volleyball: Immediately after the officials enter the court.

1. The designated school administrator shall meet the officials immediately after the officials enter the court.
2. If officials are not contacted by the designee ten minutes prior to start of a game, the referee shall ask the home head coach if there is a designee and if so, who that person is.
3. If a designated administrator is not present, the officials shall notify the UIL in writing the next working day and report the incident.
4. The designee shall meet briefly with the officials after the game to discuss the game and any problems during the game dealing with ejection of players, coaches, or fans, etc. The designee shall also offer to provide an escort to walk with the officials to their respective vehicles.
5. The designee is responsible to inform the administration of both schools by phone the next school day of unsportsmanlike behavior of fans, players, coaches, and any unprofessional behavior on the part of officials.
6. The home school is responsible for security. In playoff games/matches, both schools are responsible.
7. Each school is responsible for the behavior of its fans, players, and employees.
8. In playoff games/matches both schools shall have a designated school administrator.

SECTION C



Covid 19 Risk Mitigation Guidelines

COVID

Coaches UIL Portal Instructions

UIL Coaches Checklist/Manuals/Covid Updates

COVID

Camps

TEA/UIL Side by Side

UIL Orientation Packet

Non-School Participation Regulations

UIL Calendar

COVID

Sports Seasons Dates/Games/Tournaments

COVID

UIL Rule Changes

Pre-Season Practice Regulations

COVID

Summer Strength and Conditioning Regulations

COVID

Summer Sports Specific

Football Pre-Season

COVID

Charitable Cause Guidelines

UIL Sports Plans-See C&CR in Sports Sections

Extra Reminders-UIL Reminders and Sharyland ISD Policies

CCP/First Aid/NFHS

Booster Club Guidelines

Constitution & Contest Rules



2020-2021 UIL COVID-19 Risk Mitigation Guidelines

The following guidance related to UIL activities, based on the public health situation as we understand it today, applies to the 2020-2021 school year. This guidance is effective August 1, 2020. Changes to the public health situation may necessitate changes to this guidance.

Given the varying numbers of COVID-19 cases across different areas of the state, and the vast geographic area in the state of Texas, UIL is presenting modifications for the 2020-21 school year that reflect the situation at this time. UIL will continue to work with state officials and monitor CDC and other federal guidance to determine any potential modifications that may become necessary. Schools should be prepared for the possibility of interruptions in contest schedules. District Executive Committees should work and plan to accommodate, as best possible, for these interruptions.

These guidelines are in addition to guidance issued by the Texas Education Agency (TEA) and intended to be implemented along with [TEA guidance](#), which applies to academic and extracurricular non-UIL activities. The information below includes a requirement for schools to develop a plan for mitigating risk of COVID-19 spread during UIL activities. Schools should take their local context into account and follow all state requirements when considering UIL activities. It is recommended that each school identify a staff member or group of staff members to serve as compliance officer(s) to oversee effective use of these protocols. Schools must follow all requirements of state authorities in addition to the requirements below.

Face Coverings- Executive Order GA-29

[Executive Order GA-29](#), regarding face coverings, applies to all UIL activities effective July 3, 2020. This includes the 2020-2021 school year. As the public health situation changes, and/or if subsequent Executive Orders are issued by Governor Greg Abbott, these guidelines may be further modified.

1. For the purposes of this document, face coverings include non-medical grade disposable face masks, cloth face coverings (over the nose and mouth), or full-face shields to protect eyes, nose, and mouth.
2. All employees, parents, visitors and students ten years of age or older must wear face coverings or face shields upon entry to an area where UIL activities are being conducted and when not actively practicing or playing in the contest, unless an exception listed below applies.
3. The face coverings requirements do not apply to a school in a county that meets the requirements of paragraph 11 of [Executive Order GA-29](#), unless the local school system chooses to implement these requirements locally. Even in these circumstances, the wearing of face coverings or face shields is strongly encouraged.

Exceptions to the wearing of face coverings or face shields include:

- Any person with a medical condition or disability that prevents wearing a face covering;
- While a person is consuming food or drink;
- While the person is in a swimming pool, lake, or similar body of water.
- When a congregating group of persons maintains at least 6 feet of social distancing; or
- Any other reason or circumstance indicated under [Executive Order GA-29](#).

General Operational Guidelines

REQUIRED OF ALL SCHOOLS:

TEA requires all school systems to develop a plan for mitigating COVID-19 spread in schools. UIL guidelines require schools to include UIL activities for the 2020-2021 school year as part of this plan and carefully plan for mitigating risk of spread as students and staff participate in them. Schools must post these plans on the homepage of the school website or other easily accessible area of the school website. These plans do not require UIL or TEA approval.

Required Screening

Required Screening before attending or participating in activities:

If staff have not been screened by the school for purposes of participating in instructional activities, schools must implement these screening protocols before allowing staff to participate in UIL activities.

1. Schools must require staff to self-screen for COVID-19 symptoms before participating in UIL activities or entering areas where UIL activities are being conducted. Symptoms are listed at the end of this document. The self-screening should include staff taking their own temperature. Staff must report to the school if they themselves have COVID-19 symptoms or are lab-confirmed with COVID-19, and, if so, they must remain off campus and away from areas where UIL activities are being conducted until they meet the criteria for re-entry as noted below. Additionally, they must report to the school if they have had close contact with an individual who is lab-confirmed with COVID-19, as defined

- at the end of this document, and, if so, must remain off campus and away from areas where UIL activities are being conducted until the 14-day incubation period has passed. Close contact is defined in this document below.
2. Parents must ensure they do not send a student to participate in UIL activities if the student has COVID-19 symptoms (as listed in this document) or is lab-confirmed with COVID-19 until the below conditions for re-entry are met. School systems may consider screening students for COVID-19 as well. Screening is accomplished by asking questions by phone or other electronic methods and/or in person. The screening questions should also be asked of a student's parent if that parent will be dropping off or picking up their student from inside areas where UIL activities are being conducted.
 3. Before visitors are allowed access to areas where UIL activities are being conducted, school systems must screen all visitors to determine if they themselves have COVID-19 symptoms (as listed in this document) or are lab-confirmed with COVID-19, and if so, they must remain off campus and away from areas where UIL activities are being conducted until they meet the criteria for re-entry as noted below. Additionally, school systems must screen to determine if visitors have had close contact with an individual who is lab-confirmed with COVID-19, and if so they must remain off campus and away from areas where UIL activities are being conducted until the 14-day incubation period has passed. When practical, screening questions could be supplemented with temperature checks of adults.
 4. Schools are permitted to prevent any individual who fails the screening criteria from being admitted into school facilities or sites where UIL activities are being conducted until they meet the criteria for re-entry as described below. Any individual for whom screening cannot be confirmed should be presumed symptomatic until confirmed otherwise.

Individuals Confirmed or Suspected with COVID-19

1. Any individuals who themselves either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:
 - In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
 - at least one day (24 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
 - the individual has improvement in symptoms (e.g., cough, shortness of breath); and
 - at least ten days have passed since symptoms first appeared.
 - In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.
 - If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) obtain an acute infection test at an approved testing location (<https://tdem.texas.gov/covid-19/>) that comes back negative for COVID-19.

Identifying Possible COVID-19 Cases on Campus

- Schools must immediately separate any student who shows COVID-19 symptoms while at school until the student can be picked up by a parent or guardian.
- Schools should clean the areas used by the individual who shows COVID-19 symptoms while at school (student, teacher, or staff) as soon as is feasible.
- Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.

Close Contact

This document refers to "close contact" with an individual who is lab-confirmed to have COVID-19. The definition of close contact is evolving with our understanding of COVID-19, and individual scenarios should be determined by an appropriate public health agency. In general, close contact is defined as:

- being directly exposed to infectious secretions (e.g., being coughed on); or
- being within 6 feet for a cumulative duration of 15 minutes; however, additional factors like case/contact masking (i.e., both the infectious individual and the potential close contact have been consistently and properly masked), ventilation, presence of dividers, and case symptomology may affect this determination.

Either (a) or (b) defines close contact if it occurred during the infectious period of the case, defined as two days prior to symptom onset to 10 days after symptom onset. In the case of asymptomatic individuals who are lab-confirmed with COVID-19, the infectious period is defined as two days prior to the confirming lab test and continuing for 10 days following the confirming lab test.

Required Actions if Individuals with Lab-Confirmed Cases Have Been in a School or in an Area Where UIL Activities Are being Conducted

1. If an individual who has been in areas where UIL activities have been conducted is lab-confirmed to have COVID-19, the school must notify its [local health department](#), in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the [Americans with Disabilities Act](#) (ADA) and Family Educational Rights and Privacy Act (FERPA).

2. *Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 7 days have already passed since that person was on campus.*
3. *Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate in any UIL activities. If the person who is lab-confirmed to have COVID-19 participated in a contest against another school(s), the school must notify other school(s) and sports/contest officials involved in the contest.*

COVID-19 Symptoms

In evaluating whether an individual has symptoms consistent with COVID-19, consider the following question: Have they recently begun experiencing any of the following in a way that is not normal for them?

- *Feeling feverish or a measured temperature greater than or equal to 100.0 degrees Fahrenheit*
- *Loss of taste or smell*
- *Cough*
- *Difficulty breathing*
- *Shortness of breath*
- *Fatigue*
- *Headache*
- *Chills*
- *Sore throat*
- *Congestion or runny nose*
- *Shaking or exaggerated shivering*
- *Significant muscle pain or ache*
- *Diarrhea*
- *Nausea or vomiting*

Screening Questionnaire Information

1. When asking individuals if they have symptoms for COVID-19, school systems must only require the individual to provide a “Yes” or “No” to the overall statement that they are symptomatic for COVID-19, as opposed to asking the individual for specific symptom confirmation. School systems are not entitled to collect information during screening on the specific health information of an individual beyond that they are symptomatic.
2. Once it is determined that individuals who responded “Yes” to either of these questions have met the criteria for re-entry, school systems must destroy those individuals’ responses.

Performance Areas, Band Halls, Locker Rooms and Other Congregate Settings

1. Schools should make hand sanitizer, disinfecting wipes, soap and water, or similar disinfectant readily available in these areas.
2. All congregate areas should be regularly and frequently cleaned and disinfected including all frequently touched surfaces such as doorknobs, tables, chairs, lockers, and restrooms.
3. Any equipment that will be kept in student lockers and/or in these areas should be thoroughly cleaned and disinfected each day prior to students accessing these areas. Schools should develop a plan for managing the storage, cleaning and disinfecting, and redistribution of student equipment.
4. Schools should consider identifying staff to monitor locker rooms and other areas where students may congregate to ensure effective use of school protocols. When possible, schools should open windows and/or doors or otherwise work to improve air flow by allowing outside air to circulate in these areas.
5. Schools must require staff and students to wear face coverings while inside locker rooms, meeting rooms, training rooms, band halls and other areas where students may congregate other than shower facilities.
6. As part of their overall plan, schools should develop a plan for mitigating risk of spreading COVID-19 when disinfecting, cleaning, and laundering items such as towels, practice clothes, and uniforms. This plan should include protocols for redistributing these items to students. Involved staff should be trained specifically on these protocols.

Practice and Rehearsal Activities

In addition to the above general guidelines and rules in the UIL Constitution and Contest Rules and UIL manuals and handbooks, the following applies to practice activities during the 2020-2021 school year.

1. All surfaces in practice areas should be thoroughly disinfected throughout and at the end of each day.
2. Any equipment should be regularly disinfected before, during, and after practice sessions.
3. Schools may provide food, water or other drinks. If they provide these items, schools should do so in a manner that ensures students are not sharing these items.

Game, Contest, and Event Management

In addition to the above guidelines and rules in the UIL Constitution and Contest Rules and UIL manuals and handbooks, the following applies to games, scrimmages, and events:

Teams and Participants

1. If the school is planning to offer transportation for students, schools should follow [TEA guidance](#) related to such transportation.
2. Teams and participants are required to wear face coverings as described in Executive Order GA-29.
3. The host site should designate a cleaned and disinfected area for teams to unload and load buses separate from fans, spectators, and other individuals not essential to the team or group.
4. Visiting team /group locker rooms should be cleaned and sanitized by the host site before the visiting team arrives. Visiting teams/groups are responsible for cleaning and disinfecting equipment once it is unloaded. Schools should limit access to these facilities to only students and staff essential for the game, contest, or event.
5. Before each game, contest, or event, schools should follow the screening protocols described above to screen all staff members, contractors, volunteers, sports officials, contest judges, and any individuals otherwise involved in working the event. These individuals should also self-screen as described in these screening protocols.
6. Fan and spectator areas including bleachers, stands, walkways, and other spectator areas should be at least six feet from team /group areas such as team benches or performance areas. Where distancing is not feasible, other methods should be utilized to slow the spread of COVID-19, such as face coverings, implementing engineered controls such as physical barriers, or other risk mitigation efforts the school deems appropriate.
7. As previously indicated, water or other drinks and/or food may be provided. Schools or host sites should consider doing so in a manner that ensures students are not sharing these items.
8. Other areas used by participants, such as press box areas, should be cleaned and disinfected prior to and after use. Sites should develop plans for providing access to these areas that limit or remove potential contact between participants and non-participants.
9. The host site should provide sports and contest officials an area to enter and exit separate from fans when possible. Officials should be provided a dressing and meeting area, if applicable, that has been cleaned and disinfected prior to their arrival.
10. Pregame or pre-event meetings between teams and/or sports and contest officials should be planned to allow appropriate distancing between individuals.
11. Pregame and post-game gestures of sportsmanship should be conducted between teams and sports and contest officials in ways planned to help reduce the risk of spread of COVID-19.
12. All participants should be provided with entry and exit plans for contest areas that maintain separation from non-participants and fans. Individuals not essential to the team or group should not be given access to contest areas, performance areas, courts, or fields at all before, during, or after contests and events.

Student Groups not directly involved in the game or contest

Student groups such as marching bands, cheerleaders, drill teams, and other groups approved by the school district may attend and perform at games or contests in which they are not competing. Schools should consider limiting the number of participants to those essential to the performance.

1. These student groups should remain separate from the game or contest participants at all times. These student groups should avoid mixing with fans or non-group members throughout the game or contest.
2. Student groups are required to wear face coverings as described in Executive Order GA-29.
3. Schools should consider limiting the number of students and staff given access to the playing areas and ensure protocols for entering and exiting the playing areas are in place.
4. Fans and spectators should be located to provide at least 10 feet of distance from bands playing wind instruments from the stands.
5. These students should maintain appropriate distancing from game or contest participants at all times, including when on the sideline.

Spectators, Audiences, Fans and Media

Schools may allow spectators to attend games, contests, or events within a maximum 50% capacity limitation, provided that appropriate spacing between spectators is maintained according to the protocol, and according to the following:

1. Schools and/or host sites should post visible signs and/or messaging stating any individuals who are confirmed to have, suspected of having, are experiencing symptoms of, or have been in close contact with an individual who has been confirmed to have COVID-19 should not enter the facility.
2. Spectators, audiences, fans and media are required to wear face coverings as described in [Executive Order GA-29](#).
3. Sites are encouraged to utilize remote ticketing options to help manage capacity limitations within a maximum 50% occupancy. Paper tickets and programming should be minimized to help avoid transferable materials.
4. If possible, set reserved times for entry to avoid mass arrivals.
5. Groups should maintain at least six feet of distance from other groups at all times, including the process of admission and seating. A group is defined as no more than 10 people including the members of the household and those persons who traveled together to the facility.
6. Schools should not allow seating in consecutive rows, and should block off seating to maintain a minimum six feet of distance between groups.
7. Pathways for spectator ingress and egress should be clearly marked and unobstructed.
8. Schools should provide hand sanitizing stations and/or hand washing stations at entrances and inside the facility.
9. Seating, hand rails, and other common surfaces should be cleaned and disinfected prior to each game or contest.

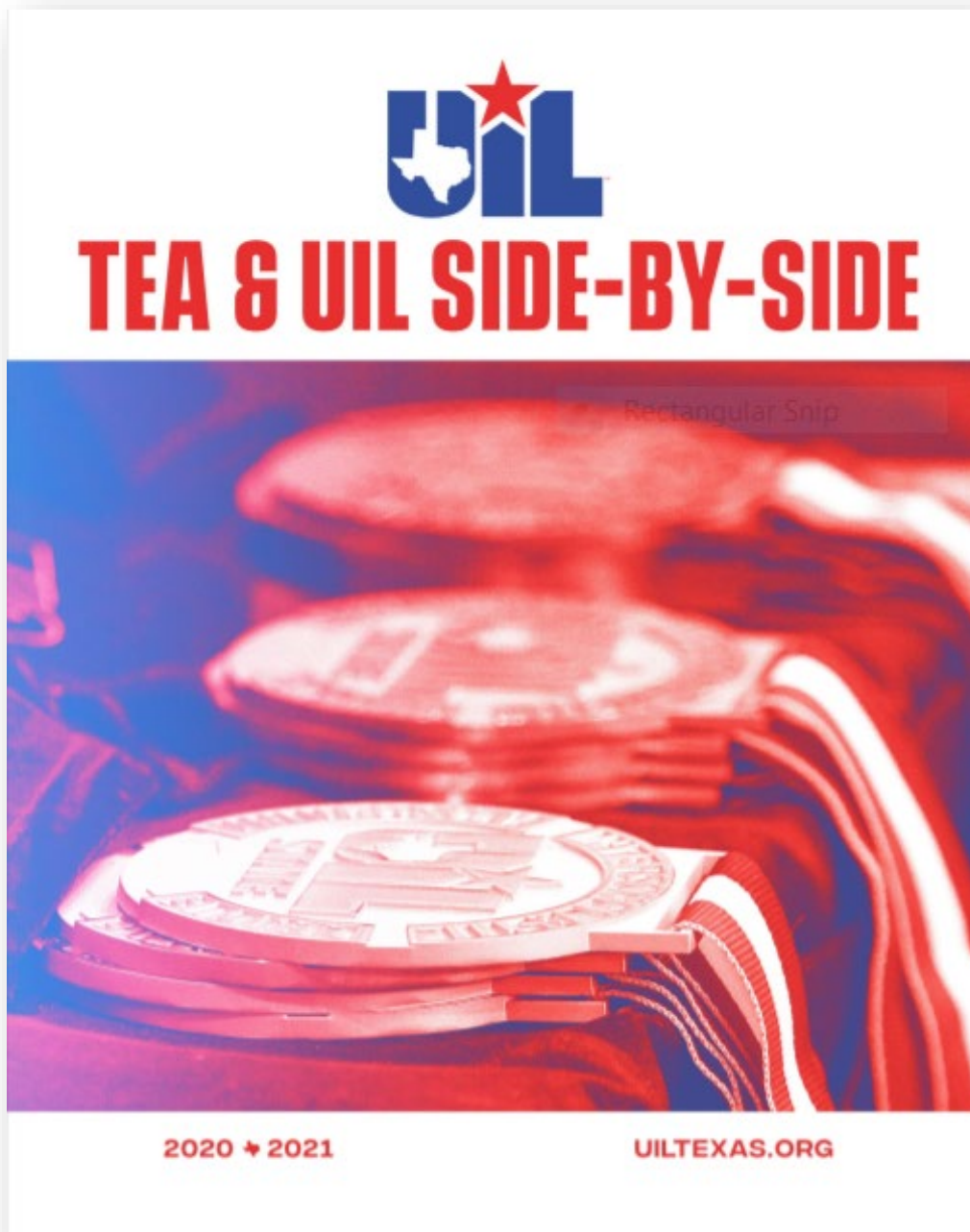
10. Press Box seating should include social distancing of at least six feet between individuals when possible.
11. Schools should limit access to working media providing coverage of the event to ensure protocols are followed.
12. Post-game interviews should be conducted while wearing face coverings and maintaining at least six feet of distance between the interviewer and individual being interviewed.

Concession Stands and Food Service

For games, contests, and events that will include concession stands or other food service, the following guidelines apply:

1. Staff, contractors, and volunteers involved in food service are required to wear face coverings as described in **Executive Order GA-29**.
2. Sites should avoid leaving condiments, silverware, flatware, glassware, or other traditional table top items on unoccupied tables or at the counter. Sites should only provide condiments or flatware upon request, and in single use, individually wrapped items.
3. Regularly clean and disinfect the food service counters and areas. Clean and disinfect dining areas (tables, etc.) after each patron departs.
4. Limit contact between the individuals involved in food service and patrons as much as possible. Have employees, contractors, and volunteers follow proper food-handling protocols.
5. Before each game, schools should follow the screening protocols described above to screen staff, contractors, and volunteers who will be involved in food service prior to events. These individuals should also self-screen as described in these screening protocols.

TEA & UIL SIDE BY SIDE



Side by Side

Right click open link



UIL Orientation Packet

Right click open link



DATE: July 2020
TO: Superintendents and 5A/6A Principals
FROM: Charles Breithaupt, Executive Director
SUBJECT: Orientation of UIL Sponsors, Advisors, Coaches, and Directors

Section 21 of the UIL *Constitution and Contest Rules* requires the superintendent to provide an annual orientation for all grade 9-12 UIL directors, sponsors, advisors and coaches regarding League rules, expectations, goals, purposes and appropriate conduct during UIL contests. The orientation is intended to emphasize the leadership of the superintendent in providing consistent competition within the rules, which is crucial to the success of your UIL programs.

The Legislative Council is aware of the demands on the time and energies of the superintendent. Accordingly, this responsibility may be delegated to appropriate staff members. Please instruct the administrator of each campus for students in grades 9-12 in your district to conduct an orientation for all UIL directors, advisors, sponsors and coaches near the beginning of the school year. You may have separate orientation sessions for academic coaches, music directors and athletic coaches at a time close to the beginning of their respective contest seasons.

The UIL staff has prepared the attached agenda materials and rules update. Please use as much or as little of it as appropriate for your school(s). These materials are being sent electronically to all superintendents and to principals of all 5A and 6A schools. As you will note, the agenda contains only topics with the location of detailed information about the topic. You may personalize the presentation to fit your school's needs.

We appreciate your time and work in serving the students. Best wishes for a successful UIL year. Please do not hesitate to ask if you have questions.

Charles Breithaupt
UIL Executive Director



UIL NON PARTICIPATION



Non-School Participation

[Right click open link](#)



UIL CALENDARS 2020-21

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UIL Official Calendar

Calendars Available for Download:

- 2020-21 Official UIL Calendar - (updated 7-27)

CALENDAR LEGEND

[Academics](#)
[Athletics](#)
[Music](#)
[General UIL](#)

AUGUST 2020						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1 Marching Band: Directors see C&CR, Section 1105 (d), & (e)
2 Football: Issue equipment; begin conditioning w/no contact equipment except helmets; no contact activities- 1A-4A Not Delayed Volleyball: 1st day to issue equipment & conduct workouts - 1A-4A Not Delayed Football and Volleyball: 1A-4A Delayed. Strength and Conditioning / Sport Specific only, no pads or helmets.	3	4	5 Football: Begin Prac- tice in Shells (helmet, shorts, shoulder pads, padded girdles); no player to player con- tact activities- 1A-4A Not Delayed	6	7 Football: Continue Practice in Shells (hel- met, shorts, shoulder pads, padded girdles); player to player con- tact allowed - 1A-4A Not Delayed Volleyball: 1st day for scrimmages, 1A-4A Not Delayed	8 Football: 1st day full contact activities permitted - 1A-4A Not Delayed
9 August 10 Volleyball: 1st day to issue equip- ment & conduct workouts - 1A-4A Delayed	10 Volleyball: 1st day for matches, 1A-4A Not Delayed Football: Issue equipment; begin con- ditioning w/no contact equipment except helmets; no contact activities- 1A-4A Delayed One-Act Play: Deadline to submit bi-district information	11	12 Football: Begin Prac- tice in Shells (helmet, shorts, shoulder pads, padded girdles); no player to player contact activities- 1A-4A Delayed	13	14 Football: Continue Practice in Shells (hel- met, shorts, shoulder pads, padded girdles); player to player contact allowed - 1A-4A Delayed Volleyball: 1st day for scrimmages - 1A-4A Delayed	15 Football: 1st day full contact activities permitted - 1A-4A Delayed Academics/CX Debate: Sch. dist planning mtgs. One-Act Play: 1st day to schedule dis- trict planning mtgs.
16 Cross Country: August 17, 1A-4A 1st day for meets	17 Team Tennis: 4A 1st day for matches. Volleyball: 1st day for matches, 1A-4A Delayed	18	19	20 Football: 1st day for interschool scrimmages, Conferences 1A-4A	21	22
Football, Volleyball and Individual Sports: No 7th or 8th grade practice until the first day of school. 7th-8th Grade Football: No student or team shall participate in any scrimmage or contest until they have had 5 days of acclimatization and 7 days of contact practice, see section 1478 (h) (3). Note: Days 3, 4, & 5, of the acclimatization period are considered as contact practices.						
23	24 Strength and Conditioning programs (other than Football and Volleyball) may run up to the day prior to the first day of school or the first day of the sports season, whichever is earlier.	25	26	27 Football: 1st day for games, Conferences 1A - 4A	28	29

2020 -2021 UIL TENTATIVE Sport Season Dates & Game /Tournaments Limit

Sport	Number of Scrimmages*	Number of Contests Allowed	Conference	First Day of Practice	District Certification Deadline	Date(s) of State Championship
Baseball	2 in calendar week, 1 during school week. No limit in # of weeks	0 tournaments and 26 games or 1 tournament and 23 games or 2 tournaments and 20 games or 3 tournaments and 17 games	All conferences	1/29/21	5/4/20	6/9-12/21
Basketball (Girls)	2 total scrimmages; 1 during school week, 1 after	0 tournaments and 27 games; 3 games in a calendar week	All conferences	10/21/20	2/9/21	3/4-6/21
Basketball (Boys)	2 total scrimmages; 1 during school week, 1 after	0 tournaments and 27 games; 3 games in a calendar week	All conferences	10/28/20	2/16/21	3/11-13/21
Cross Country (Girls & Boys)		8 meets (3 or less teams do not count as a meet as long as no school time was lost)	All conferences	Year Round	11/14/20**	12/5/20
Football	2 scrimmages if no spring ball; 1 if school had spring ball	10 games	1A-4A* 5A/6A	8/3/20* 9/7/20	11/7/20* 12/5/20	12/16-19/20* 1/11/21
Golf (Girls & Boys)		8 tournaments (3 or less teams do not count as a tournament as long as no school time was lost)	All conferences	Year round	4/10/21**	G: 5/10-11/21 B: 5/17-18/21
Soccer (Girls & Boys)		0 tournaments and 21 games or 1 tournament and 19 games or 2 tournaments and 17 games or 3 tournaments and 15 games	4A, 5A, 6A	11/30/20	3/23/21*	4/14-17/21
Softball	2 in calendar week, 1 during school week. No limit in # of weeks	0 tournaments and 26 games or 1 tournament and 23 games or 2 tournaments and 20 games or 3 tournaments and 17 games	All conferences	1/22/21	4/27/21*	6/2-5/21
Swimming & Diving (Girls & Boys)		8 meets (3 or less teams do not count as a meet as long as no school time was lost)	All conferences	Year round	1/30/21**	2/19-20/21
Team Tennis (Girls & Boys)		8 tournaments total - 3 or less teams do not count as a tournament as long as no school time was lost (Team & Individual combined)	All conferences	Year round	10/24/20**	11/11-11/12/20
Tennis-Individual (Girls & Boys)			All conferences	Year round	4/17/21**	5/13-14/21
Track & Field (Girls & Boys)		8 meets (3 or less teams do not count as a meet as long as no school time was lost)	All conferences	Year round	4/10/21**	5/7-8/21
Volleyball	Unlimited prior to school year starting; after, 1 during school week.	0 tournaments and 29 matches ; 3 games in a calendar week	1A-4A* 5A/6A	8/3/20* 9/7/20	10/27/20* 11/17/20	11/19-21/20* 12/11-12/12
Wrestling (Girls & Boys)		8 meets/tournaments (4 or less teams do not count as a tournament as long as no school time was lost)	All conferences	Year round	2/6/21**	2/19-20/21



2019-2020 UIL Rule Changes and Amendments



GENERAL

- Camps – Schools may conduct two (2) sport specific camps during the school year for 6th grade and below. Additionally, schools may now conduct two (2) sport specific camps during the summer for all students other than students who will be in their second, third, or fourth year of high school.
- Injury Reporting – 6A schools are required to report concussion incidents in the ConTex System
- Schools may conduct “Voluntary” Character Development/Leadership Training outside the school day
- Emergency Action Plan – Member schools are required to have an EAP (on file in the district) for each venue that will host practice or contests in their district
- Catastrophic Reporting – Member schools are required to report catastrophic injuries that occur in practices or competitions on an online reporting form in the UIL Portal

SPORT SPECIFIC

- Baseball and Softball – District Champions have the choice of a single elimination or a two-out-of-three series in the first round of the playoffs
- Football – Change to the penalty structure for a “Targeting Penalty”
- Football – Removed the “UIL Exception” for the NCAA 10-Second Run-Off Rule
- Football – In a 7-Man Crew, Line judges will switch sidelines at halftime
- Track & Field – Revision made to Invitational T&F Meets held during the school week (High School)
- Wrestling – Change to the “Fee” Schedule for Officials
- Team Tennis – 3A schools may compete in Conference 4A UIL STAFF STUDIES/MONITOR
- Allowing 7th through 12th coaches to coach their seniors once an athlete’s eligibility is expired
- Possible revision to the area track & field regulations
- Requiring all games to be traded between opponents during football playoffs
- In 1A and 2A, allow for more than one team to compete when a school meets the 6th grade participation exception
- Possibility of allowing college students to help with teams outside of student teaching
- Allowing intra-district athletic competitions between elementary schools
- 4A and below home field advantage for bi-district football playoff
- Survey all schools on the possibility of adding Water Polo as a sanctioned activity



Individual Sport Regulations

Summer of 2020 (COVID-19)

Practice Outside the School Year

- ☐ Preseason practice regulations for sports that begin practice prior to the school year are as follows.
- ☐ Student-athletes shall not engage in more than three hours of practice activities on those days during which one practice is conducted.
- ☐ Student-athletes shall not engage in more than five hours of practice activities on those days during which more than one practice is conducted.
- ☐ Schools shall not schedule more than one practice on consecutive days and student-athletes shall not participate in multiple practices on consecutive days. Exception: Volleyball.
- ☐ The maximum length of any single practice session is three hours.
- ☐ On days when more than one practice is conducted, there shall be, at a minimum, two hours of rest/recovery time between the end of one practice and the beginning of the next practice.
- ☐ When determining how to count times spent as 'practice activities' or 'practices' please consult the following chart:

What Counts	What Doesn't Count
Actual on field/court practice	Meetings
Sport specific skill instruction	Weight training*
Mandatory conditioning	Film study
Water breaks	Injury treatment
Rest breaks	Voluntary conditioning*

*Does not count towards practice time, but **cannot** be done during the two hour rest/recovery time.

In reference to the minimum two hours rest/recovery time between the end of one practice and the beginning of the next practice (on days when more than one practice is scheduled), there can be no practice or other physical activities at all during this time. This time is exclusively for students to rest/recover for the following practice session, whether that session is an actual on field/court practice or a mandatory conditioning period.

Important dates for coaches, athletes, and parents pertaining to Section 1206 (h) of the UIL C&CR:

- Beginning Date for Summer Individual Sport Workouts
 - The starting date shall be set forth by the UIL calendar. **START DATE: JUNE 8, 2020**
 - **There are NO Dead Dates for 2020**

Additional Regulations for Football Practice

All pre-season football practices shall begin with a four (5) day acclimatization period for all participants. The first two days of practice shall be conducted without any contact equipment except helmets. Other contact equipment may be fitted and placed in lockers. During the first two days, however, only shoes, socks, T-shirts, shorts and helmets may be worn. On the third and fourth days of practice, helmets, shoulder pads and padded girdles (shells) may be worn, but no player to player contact is allowed. On day five of the acclimatization period, helmets, shoulder pads and padded girdles (shells) may be worn, and player to player contact is permitted. During the five-day acclimatization period, no full contact activities shall be permitted. All student-athletes who arrive after the first day of practice are required to undergo a five-day acclimatization period. During the five day acclimatization period and subject to the rules as noted in (A) (i-vi) above, if more than one practice is conducted on the same day, the second practice shall be a teaching period/walkthrough practice only with no conditioning or contact activities/equipment

permitted. At a minimum, there must be two hours of rest/recovery time between the end of one practice and the beginning of the walkthrough.



University Interscholastic League

Summer Strength - Conditioning Programs & Sport Specific Skill Instruction

Summer of 2020 (*Updated for July 13th)

Summer Strength/Conditioning Programs & Sport Specific Skill Instruction

Section 1206 (h) of the UIL C&CR

Summer of 2020 (COVID-19)

1. **Limitations:** Sessions for both strength & conditioning and sport specific skill instruction may be conducted by school coaches for students in grades 7-12 from that coaches attendance zone with a start and ending date set forth by the UIL calendar. A strength and conditioning session shall be no more than two hours per day, Monday through Friday, and a student shall attend no more than one session per day. Sport specific skill instruction may be conducted in addition to the strength and conditioning session(s), and a student shall attend no more than 90 minutes per day of sport specific skill instruction with no more than 60 minutes per day in a given sport, Monday through Friday.
2. **Activities Allowed:** Strength and conditioning sessions shall include only strength and conditioning instruction and exercises. No specific sports skills shall be taught and no specific sports equipment, such as balls, dummies, sleds, contact equipment, etc., shall be used. Sport specific skill sessions may include specific sports equipment, but contact equipment (restricted equipment) is not allowed. School shorts, shirts and shoes may be provided by the school (local school option).
3. **Attendance:** Attendance shall be voluntary and not required in order to try out for or participate in any UIL activity. Attendance records shall be kept, however, students shall not be required or allowed to make up missed days or workouts.
4. **Fees:** Fees, if any, shall be established by the superintendent and collected by the school. Any payment to coaches shall be from the school and from no other source.

Important points to remember for coaches, athletes and parents are as follows:

- Sessions may be conducted by school coaches only in the given time frames.
- Strength and conditioning sessions conducted by school coaches shall be no more than two consecutive hours per day.
- An athlete may attend up to 90 minutes of sport specific skill instruction per day in addition to the strength and conditioning session. However, A student-athlete shall only attend a maximum of 60 minutes per day of sport specific training in a given sport.
- Sessions conducted by school coaches shall only include students who are incoming seventh graders or above from their attendance zone.
- Sport specific skill instruction is prohibited during the strength and conditioning session.
- Sport specific skill instruction does not have to precede or immediately follow a strength and conditioning session.
- Sport specific skill instruction does not allow for a school coach to instruct student-athletes in his attendance zone in grades 7-12 in non-school events.
- Sports specific equipment (balls, dummies, sleds, contact equipment) is prohibited during the strength and conditioning session.
- School shirts, shorts and shoes may be provided by the school (local school option).
- Attendance shall be voluntary. Coaches shall not require athletes to attend in order to try out for or participate in any UIL sport.
- Fees, if any, shall be established and approved by the superintendent and collected by the school.
- Any payment for conducting strength and conditioning sessions to school coaches who instruct students from their attendance zone shall be from the school and no other source.

Important dates for coaches, athletes, and parents pertaining to Section 1206 (h) of the UIL C&CR:

- Beginning Date for Summer Strength/Conditioning Programs and Sport Specific Skill Instruction
 - The starting date shall be set forth by the UIL calendar. **START DATE: JUNE 8, 2020**
- Ending Date for Summer Strength/Conditioning Programs and Sport Specific Skill Instruction
 - Junior High (incoming 7th and 8th grade) – Programs may run up to the day prior to the first day of school.
 - High School (incoming 9th grade through 12th grade) – Programs may run up to the day prior to the first day of school or the first day of the sports season, whichever is earlier. For athletes that participate in a sport that may start prior to the first day of school (football, volleyball, tennis, & cross country), those athletes may not attend a summer strength/conditioning program or sport specific skill session in any sport once their sport season has begun.
 - **There are NO Dead Dates for 2020**

UIL Summer S&C/Sport Specific (COVID-19 Regulations)

Deciding Whether to Offer In-Person Summer Strength and Conditioning

Schools should take their local context into account when making decisions related to summer strength and conditioning on campus. Schools should follow all state requirements when considering strength and conditioning activities.

Schools should consider developing a plan consistent with the guidance below for mitigating COVID-19 spread for these activities and posting this plan on the school's website. Schools are required to develop these plans for the 2020-2021 school year, and may choose to do so for summer activities as well. These plans do not require further approval by UIL.

Requirements for All Workouts	
Face Coverings- Executive Order GA-29 For the purposes of summer workouts, schools must require students, staff, and visitors to wear face coverings when entering and exiting facilities and practice areas, and when not actively exercising. Schools may, for example, allow students who are actively exercising to remove face coverings as long as they maintain at least six feet of distance from other students and staff who are not wearing face coverings. However, schools must require students and staff to wear face coverings as they get into positions that allow them to maintain safe distancing. <ol style="list-style-type: none">Exceptions to the wearing of face coverings or face shields include:<ol style="list-style-type: none">Any person with a medical condition or disability that prevents wearing a face covering;While a person is consuming food or drink;While the person is in a pool, lake, or similar body of water.When a congregating group of persons maintains at least 6 feet of social distancing; orAny other reason or circumstance indicated under Executive Order GA-29.	Staff – Required Screening before attending or participating in activities: Schools must follow TEA screening requirements and screen staff members before allowing staff to participate in UIL activities. Schools may consider screening students for COVID-19 as well. These protocols mirror the guidelines issued by TEA for school operations. If a student or staff member has been screened by the school for purposes of participating in instruction, there is no reason to screen separately before allowing the staff or student to participate in UIL activities. Please see the TEA website for the most current screening guidance. TEA website

* Schools should consider having students remain with a single group or cohort to minimize the number of students and staff that must isolate if a case is confirmed.

Strength and Conditioning Workouts	Sport Specific Instruction
<p>A strength and conditioning session shall be no more than two hours per day, Monday through Friday.</p>	<p>Sessions may be conducted in addition to the strength and conditioning session(s), and a student shall attend no more than 90 minutes per day of sport specific skill instruction with no more than 60 minutes per day in a given sport, Monday through Friday.</p>
<p>Strength and conditioning sessions shall include only strength and conditioning instruction and exercises. No specific sports skills shall be taught and no specific sports equipment, such as balls, dummies, sleds, contact equipment, etc., shall be used.</p>	<p>Sport specific skill sessions may include specific sports equipment, but contact equipment (restricted equipment) is not allowed. School shorts, shirts and shoes may be provided by the school (local school option) but may not be laundered on- site.</p>
<p>Schools should consider requiring students who are not actively exercising, but are spotting, to wear cloth face masks.</p>	<p><u>Schools should limit the total number of participants based on available space to allow for the appropriate distancing between students and staff.</u></p>
<p>A student shall attend no more than one session per day.</p>	<p><u>Competitive drills involving one or more students on offense against one or more students on defense may be conducted beginning July 13, 2020.</u></p>
<p>Any equipment should be thoroughly disinfected before and after each use. If a student uses a piece of equipment, that equipment should be thoroughly disinfected before another student uses it. Schools should limit the use of equipment to further reduce the risk of spreading the virus.</p>	<p><u>Any equipment, such as sports balls, should be regularly disinfected during workout sessions. This equipment should not be shared between groups. After a group has used such equipment, that equipment should be thoroughly disinfected before being used by a different group.</u></p>
	<p><u>*Competitive drills involving one or more students on offense against one or more students on defense may be conducted beginning July 13, 2020. While conducting these drills, schools must require all students not actively exercising and staff to wear face coverings as described above.</u></p>
<p><u>Schools must develop mitigation plans in order to provide students access to locker rooms and shower facilities beginning July 13, 2020. Students may not be given access to locker rooms or shower facilities prior to that date. Students should report to workouts in proper gear and immediately return home to shower at end of the workout.</u></p>	
<p>Indoor workout activities can be conducted up to a maximum of 50%. <u>This is subject to change pending new guidance or occupancy restrictions announced by the Office of the Governor.</u></p>	

Schools should limit the total number of participants based on available space to allow for the appropriate distancing between students and staff.
Except for reasonable safety considerations, such as spotting, students and staff <u>should</u> maintain at least six feet of distance from all sides when not actively exercising. When actively exercising, students and coaches <u>should</u> maintain at least ten feet of distance from all sides when possible.
Workout stations <u>should</u> be spaced to allow for at least ten feet of distance between them in all directions. Some exercises may require more than ten feet of distance.

Individuals Confirmed, Suspected, or Exposed to COVID-19

- Any individuals—including teachers, staff, students, or other campus visitors—who **themselves** either: (a) are lab-confirmed to have COVID-19; or (b) experience the symptoms of COVID-19 (listed below) must stay at home throughout the infection period, and cannot return to campus until the school system screens the individual to determine any of the below conditions for campus re-entry have been met:
 - In the case of an individual who was diagnosed with COVID-19, the individual may return to school when all three of the following criteria are met:
 - at least three days (72 hours) have passed since recovery (resolution of fever without the use of fever-reducing medications);
 - the individual has improvement in symptoms (e.g., cough, shortness of breath); and
 - at least ten days have passed since symptoms first appeared.
 - In the case of an individual who has symptoms that could be COVID-19 and who is not evaluated by a medical professional or tested for COVID-19, such individual is assumed to have COVID-19, and the individual may not return to the campus until the individual has completed the same three-step set of criteria listed above.
 - If the individual has symptoms that could be COVID-19 and wants to return to school before completing the above stay at home period, the individual must either (a) obtain a medical professional's note clearing the individual for return based on an alternative diagnosis or (b) receive two separate confirmations at least 24 hours apart that they are free of COVID via acute infection tests at an approved COVID-19 testing location found at <https://tdem.texas.gov/covid-19/>.
- Individuals—including students, teachers, staff, or other campus visitors—who **have had close contact with someone** who is lab-confirmed to have COVID-19, as narrowly defined in this document and as determined by the appropriate public health agency, should stay at home through the 14-day incubation period, and should not be allowed on campus.
 - School systems should screen individuals after the incubation period has concluded, and if the individual did not experience COVID-19 symptoms during that period, the individual can be allowed back on campus. If the individual experienced symptoms, they must stay at home until the conditions outlined above have been met.

This document refers to “close contact” with an individual who is lab-confirmed to have COVID-19. Close contact is determined by an appropriate public health agency. For clarity, close contact is defined as:

- being directly exposed to infectious secretions (e.g., being coughed on while not wearing a mask or face shield); or**
 - being within 6 feet for a cumulative duration of 15 minutes, while not wearing a mask or face shield;**
- if either occurred at any time in the last 14 days at the same time the infected individual was infectious.

Individuals are presumed infectious at least two days prior to symptom onset or, in the case of asymptomatic individuals who are lab-confirmed with COVID-19, two days prior to the confirming lab test.

Identifying Possible COVID-19 Cases

1. Schools must immediately separate any student who shows COVID-19 symptoms until the student can be picked up by a parent or guardian.
2. Schools should clean the areas used by the individual who shows COVID-19 symptoms (student, teacher, or staff) as soon as is feasible.
3. Students who report feeling feverish should be given an immediate temperature check to determine if they are symptomatic for COVID-19.

Required Actions if Individuals with Lab-Confirmed Cases Have Been in a School or in an Area Where UIL Activities Are being Conducted

1. If an individual who has been in a school is lab-confirmed to have COVID-19, the school must notify its [local health department](#), in accordance with applicable federal, state and local laws and regulations, including confidentiality requirements of the [Americans with Disabilities Act \(ADA\)](#) and Family Educational Rights and Privacy Act (FERPA).
2. Schools must close off areas that are heavily used by the individual with the lab-confirmed case (student, teacher, or staff) until the non-porous surfaces in those areas can be disinfected, unless more than 3 days have already passed since that person was on campus.
3. Consistent with school notification requirements for other communicable diseases, and consistent with legal confidentiality requirements, schools must notify all teachers, staff, and families of all students in a school if a lab-confirmed COVID-19 case is identified among students, teachers or staff who participate on any on campus activities.

Summer Strength and Conditioning [FAQ's](#)

Q: In what activities are school coaches allowed to give instruction during these summer strength and conditioning sessions?

A: *Weight training, including a specific workout plan for each individual, agility, running programs, plyometrics, running bleachers and other conditioning exercises. Note: all Covid-19 guidelines concerning social distancing must be followed.*

Q: May a student go into the locker room to get workout apparel or use the restroom?

A: *Schools must develop mitigation plans to provide students access to locker rooms and shower facilities beginning July 13, 2020.*

Q: Are schools allowed to use outdoor courts and parking lots for training?

A: *Yes, all Covid-19 guidelines concerning social distancing must be followed*

Q: May a school have as many coaches on the field as they choose?

A: *Yes, students should maintain at least ten feet of distance from all sides, and Coaches and staff should maintain at least ten feet of distance from all sides during activity.*

Q: Do we have group size limitations?

A: *No, schools should limit the total number of participants based on available space to allow for the appropriate distancing between students and staff.*

Q: May we have towels, clothing, and water available for students?

A: *No, clothing or towels may not be laundered on site or shared during workouts, and there can be no shared water or food.*

Q: Do we have to shut down all in-person instruction if we have a student test positive for COVID-19 that has been participating in our program?

A: *You must follow TEA Guidelines if you have a student test positive. [TEA LINK](#)*

Q: May we use school transportation?

A: *Yes, as long as you follow the TEA Guidelines for transportation. [TEA LINK](#)*

Q: What does self-screening involve?

A: [TEA LINK](#)

Q: May a school allow outside groups to conduct strength and conditioning sessions?

- A: *Yes, outside groups must adhere to all S&C Covid-19 guidelines.*
- Q: If we use an outside group to run our S&C program during this time, does the outside group need to follow these same regulations?
- A: *Yes, anyone using school facilities must adhere to all S&C Covid-19 guidelines.*
- Q: May outside groups or individuals hire school coaches to conduct strength and conditioning programs for students from the coaches' attendance zone?
- A: *Yes, provided they comply with the aforementioned guidelines regarding limits on time, equipment, fees, payment, etc.*
- Q: May school coaches be paid for conducting these sessions?
- A: *Yes, if payment is provided by the school and no other source.*
- Q: May school booster clubs pay coaches for conducting these programs?
- A: *No. However, school booster clubs may provide funds to the school to offset expenses associated with school sponsored strength and conditioning programs.*
- Q: May school booster clubs pay fees for an individual athlete to participate in a school sponsored summer strength and conditioning program?
- A: *No. However, a school booster club could provide funds to the local school to help offset the cost of the program for the school. Funds are not to be specified for any particular athlete or group of athletes.*
- Q: May schools waive or reduce fees for strength and conditioning programs sponsored by the school?
- A: *Yes, The Texas Education Code requires school districts to adopt procedures for waiving fees charged for participation if a student is unable to pay the fee, and the procedures must be made known to the public. Fees for all other students shall be paid by the students and/or their parents.*
- Q: Who determines what fees, if any, are to be charged to the student?
- A: *The school superintendent.*
- Q: Are students required to have a physical on file with the school district in order to participate in the summer strength and conditioning program?
- A: *Yes. Please refer to the new restrictions concerning Physicals for 2020. [Physical Language](#)*
- Q: What penalty will be assessed to a coach for requiring a student to participate in a strength and conditioning program?
- A: *A range of penalties from private reprimand to suspension.*
- Q: Are athletes allowed to attend an open gym or weight room during the "Period of no Activity"?
- A: *No, school facilities may not be available to students during a "Period of no Activity".*
- Q: Is there a capacity limit for the total number of students that may participate in an outdoor workout?
- A: *No, however all social distancing requirements should be followed.*
- Q: Do we determine what the 50% capacity is for our indoor facilities?
- A: *Yes, the capacity limit for your indoor facilities are determined by the local school district.*
- Q: Are open gyms, open cages, or open weight rooms allowed at this time?
- A: *No, only supervised workouts may be conducted at this time in school facilities.*
- Q: Are schools sponsored summer camps and/or non-school leagues allowed?
- A: *At this time, per TEA, schools cannot use indoor facilities for reasons other than summer strength and conditioning and skill development. Non-school leagues and sport camps are not allowed in indoor school facilities. Outdoor facilities may be used if in compliance with guidance issued by the Department of State Health Services. That guidance currently allows ten or less participants.*

Sport Specific Instruction [FAQ's](#)

- Q: May the sport specific skill instruction session be conducted in addition to the strength and conditioning session.
- A: *Yes.*
- Q: May a student go into the locker room to get workout apparel or use the restroom?
- A: *No, schools may develop mitigation plans as described above to provide students access to locker rooms and shower facilities beginning July 13, 2020.*
- Q: May school equipment be used during the sport specific skill sessions?
- A: *Yes. NOTE: For football, restricted equipment (contact equipment) is prohibited, and all COVID-19 guidelines must be followed.*
- Link: [Restricted and Non-Restricted Football Equipment](#)

- Q: Are all athletes and coaches required to wear a mask during workouts?
A: *Schools must require students, staff, and visitors to wear face coverings when entering and exiting facilities and practice areas, and when not actively exercising. Competitive drills involving one or more students on offense against one or more students on defense may be conducted beginning July 13, 2020. While conducting these drills, schools must require all students not actively exercising and staff to wear face coverings as described above.*
- Q: May we have towels and water available for students?
A: *No, clothing or towels may not be laundered on site or shared during workouts, and there can be no shared water or food.*
- Q: Do we have to shut down all in-person instruction if we have a student test positive for COVID-19 that has been participating in our program?
A: *You must follow TEA Guidelines if you have a student test positive. [TEA LINK](#)*
- Q: May we use school transportation?
A: *Yes, as long as you follow the TEA Guidelines for transportation. [TEA LINK](#)*
- Q: What does self-screening involve?
A: *[TEA LINK](#)*
- Q: May school coaches be paid for conducting these sessions?
A: *Yes, if payment is provided by the school and no other source.*
- Q: Are students required to have a physical on file with the school district in order to participate in the summer strength and conditioning program?
A: *Yes. Please refer to the new restrictions concerning Physicals for 2020. [Physical Language](#)*
- Q: Can the football coach conduct a session with an athlete for 30 minutes and the basketball coach conduct a session for another 30 minutes?
A: *Yes, an athlete may attend up to 90 minutes of sport specific skill instruction per day in addition to the strength and conditioning session. However, A student-athlete shall only attend a maximum of 60 minutes per day of sport specific training in a given sport.*
- Q: May a student receive 60 minutes of instruction from the basketball coach, and an additional 60 minutes of instruction from the volleyball coach in the same day?
A: *No, each student is allowed a maximum of 90 minutes per day of sport specific skill instruction.*
- Q: Is a school coach limited to 90 minutes of sport specific instruction per day?
A: *No, a school coach is not limited to 90 minutes of instruction per day, however each student is limited to 90 minutes of sport specific instruction per day with a maximum of one hour in any given sport.*
- Q: Does the sport specific skill instruction session have to immediately follow the strength and conditioning session?
A: *No, the sport specific skill session may be held at a time determined by the school coach.*
- Q: Can a school coach instruct a student in grades 7-12 in his attendance zone during a summer league basketball game, 7 on 7 game, etc?
A: *No, school coaches may not give instruction at non-school events.*
- Q: May incoming 7th graders (students who just finished 6th grade) participate in sport specific skill training?
A: *Yes, incoming 7th grade through 12th grade students may participate.*
- Q: Are athletes allowed to attend an open gym or weight room during the “Period of no Activity”?
A: *No, school facilities shall not be available to students during a “Period of no Activity”?*
- Q: If we use an outside group to run our S&C program during this time, does the outside group need to follow these same regulations?
A: *Yes, anyone using school facilities must adhere to all S&C Covid-19 guidelines.*
- Q: Is there a capacity limit for the total number of students that may participate in an outdoor workout?
A: *No, however all social distancing requirements and group requirements should be followed.*
- Q: May athletes participate in one on one drill or work or competitive group drill work? (Example: 3 on 3 basketball, 7 on 7, soccer scrimmaging, baseball/softball inter-squad?)
A: *Competitive drills involving one or more students on offense against one or more students on defense may be conducted beginning July 13, 2020.*
- Q: For swimming, may more than one swimmer swim in a lane?
A: *Yes, more than one swimmer is allowed per lane.*
- Q: Are open gyms, open cages, or open weight rooms allowed at this time?
A: *No, only supervised workouts may be conducted at this time in school facilities.*
- Q: Are schools sponsored summer camps and/or non-school leagues allowed?
A: *At this time, per TEA, schools cannot use indoor facilities for reasons other than summer strength and conditioning and skill development. Non-school leagues and sport camps are not allowed in indoor school*

facilities. Outdoor facilities may be used if in compliance with guidance issued by the Department of State Health Services. That guidance currently allows ten or less participants..

Equipment & Safety FAQ's

Q: May we transport weight equipment outside to conduct S&C training?

A: *Yes, all Covid-19 guidelines concerning social distancing & sanitation should be followed.*

Q: How do we have spotters if we are able to conduct strength training?

A: *All Covid-19 guidelines concerning social distancing & sanitation should be followed. Coaches and students should maintain a distance of ten feet where possible. A coach or student may be less than ten feet should there be a safety concern*

Q: If we have a group using weight equipment, do we have to disinfect the equipment each time an individual touches it?

A: *It is recommended that equipment be disinfected after each "individual" use, equipment should be disinfected after a working group has used it.*

Q: If we have a group of volleyball, football, or basketball players etc., do we have to disinfect the ball or sport specific equipment each time an individual touches it?

A: *From a sport specific standpoint, the equipment should be disinfected once the group of is finished using it.*

Q: If we have a group of students in a batting cage, when do we need to disinfect the equipment?

A: *Once the group of has completed their time in the batting cage, all equipment should be disinfected prior to another group using it.*

Q: If I am working out a group of students using cones and spacers, do I have to disinfect them when for the next group?

A: *Yes, each time a new group comes into contact with any equipment, it should be disinfected.*

Q: Do we have to take each coach and student's temperature prior to a workout?

A: *It is recommended that each coach and student has their temperature checked each day, but that is a local district decision.*

Q: Do coaches and/or students have to wear a protective masks?

A: *Schools should consider requiring students who are not actively exercising, but are spotting, to wear cloth face masks.*

Q: If our locker room is the only available restroom, may our kids use the locker room for restroom purposes only?

A: *This is up to the local school district, all social distancing requirements should be met.*



Preseason Football Practice Limitations FAQ



5-day Acclimatization Period

During the 5-day acclimatization period, are schools allowed to have more than one practice per day?

No. During the 5-day acclimatization period, schools are limited to no more than one practice per day.

During the 5-day acclimatization period, are schools allowed to have a walk through in addition to their allowed one practice?

Yes. During the 5-day acclimatization period, schools are allowed to have a walk through in addition to their allowed one practice.

How much time must be allowed between the end of practice and the beginning of the walk through?

There must be at least a 2-hour break between the practice and the walk through.

Am I allowed to schedule the walk through during the 5-day acclimatization period before my practice?

Yes.

Are students allowed to wear helmets during the walk through?

No. During the walk through, no contact equipment, including the helmet, is allowed.

Does the walk through have to take place inside?

No, the walk through could take place either inside or outside.

Must all students go through the 5-day acclimatization period?

Yes. This would also apply to students who arrive to practice after the first day and to students who miss a day of practice during the 5-day acclimatization period.

On the third day of the 5-day acclimatization period may there be contact activities with dummies and sleds?

Yes. This would be the first day that shells are allowed, and contact with dummies and sleds are allowed. There is no player to player contact allowed during this time.

On the fifth day of the 5-day acclimatization period may there be player to player contact?

Yes. This would be the first day that player to player contact is allowed. No Full-Contact is allowed at this point. Full-Contact is defined as any football drill or live game simulation where players are at a "competitive" full speed pace, and players are taken to the ground.

Practice

After the 5-day acclimatization period, can I schedule more than one practice on the same day?

Yes, however, schools are not allowed to schedule more than one practice on consecutive days.

If I practice twice on the first day I am allowed to have contact practices, can I practice twice the next day?

No. Schools are not allowed to schedule multiple practices on consecutive days.

On days when more than one practice is allowed, how much time must be allowed between practices?

Two hours.

What can the students be required to do during the 2-hour rest period between practices on those days when more than one practice is allowed?

There can be no practice/conditioning activities at all during this time. This time is exclusively for students to rest/recover for the following practice session.

During the 2-hour rest period between practices on those days when more than one practice is allowed, can students watch film?

Yes.

I am having one practice a day and want to have a practice review meeting or film session during that practice.

How long can the practice review meeting/film session be?

In order for that to still be considered as one practice, the practice review meeting/film session can be no longer than 60 minutes. Any practice review meeting/film session stoppage of practice for longer than 60 minutes will constitute the beginning of a second practice and subject said practices to the rules for multiple practice days. Any practice review meeting/film session shall be conducted indoors in a classroom/facility that is temperature controlled. Coaches are reminded that all water and rest breaks now count as part of practice time.

On days when only one practice is allowed (after the 5-day acclimatization period), am I allowed to have a walk through in addition to my one allowed practice?

No. However, remember to consult the list of activities that do not count as practice (as posted on the UIL web site) for information on what is allowed.

Do water breaks and other stoppages in practice count toward my total practice time of 3 hours for one practice and 5 hours of total practice (one days when more than one practice is allowed)?

Yes, water breaks and other stoppages count toward your total practice time. Exception: A 1-hour break may be given in the middle of a 3-hour practice and not count towards practice time.

If practices are staggered for JV and varsity players and the school has two practices for the varsity on Monday and one practice for the varsity on Tuesday, and has one practice for JV on Monday and two practices for the JV on Tuesday, is that ok? Yes. The rule is not designed to dictate to coaches how they stagger their practices, as long as no player participates in multiple practices on consecutive days. The key factor is that no player is allowed to take part in more than one practice on consecutive days.



Charitable Cause Guidelines



The UIL has received numerous requests from member schools to support various charitable causes in conjunction with high school athletic events. The UIL is supportive of these initiatives and has developed guidelines in regards to an athletic competition being held in the name of a charitable cause.

Each school participating must be in agreement to allow any of the modifications to the rules.

Schools may host a contest in recognition of a charitable cause under the following conditions:

1. The contest of competition may be held during any one week of the designated sport season (to be determined by each individual school).
2. No exceptions will be allowed to NFHS or NCAA uniform rule.
 - a. No jerseys or uniforms will be allowed for contest that do not represent the school colors.
 - b. A commemorative ribbon of non-school color may be worn on the jersey or school-issued uniform.
3. Officials may be allowed to use a colored whistle or modified uniform in accordance with UIL guidelines.
4. Colored game balls will not be allowed, however they may be used during any warm-up period prior to the contest.

DIFFERENT SPORTS PLANS FOR HIGH SCHOOL ATHLETICS

UIL CONSTITUTION AND CONTEST RULES



UIL Sports Plans

Baseball 1220

Basketball 1230

Cross Country 1240

Football 1250

Golf 1260

Soccer 1270

Softball 1280

Swimming and Diving 1290

Tennis (Individual and Doubles) 1300

Tennis (Team) 1310

Track and Field 1320

Volleyball 1330

Wrestling 1340

For more information right click and push open hyperlink

EXTRA REMINDERS ABOUT UIL RULES AND SHARYLAND ISD POLICIES



Sharyland Athletic Facilities:

- There should not be any sport activities on Sundays at Sharyland athletic facilities unless approved by the athletic director.
- This includes opening the facilities for adults to play in our gyms
- Our high school practice fields are open to the public after school hours when our teams have completed their practices. The practice fields are on a first come first serve basis.
- The only exception to this rules is if you personally want to come up and workout, work in your office or have coaches meeting. Just make sure that you lock all the doors and turn off all the light when you leave.

UIL Rule no Sunday Practices:

- This is a given: You cannot have any 7th-12th grade practice of any kind, in any sport, on any Sunday. (The only possible exception is Regional/State Golf, Tennis Tournament, and Cross Country if Regional Meet falls on a Monday).
- This includes team and individual meetings and showing film for the purpose of instruction.
- Above are UIL violations

UIL Teams Sports

- School team sports are not allowed to practice outside the specific allowable dates except during the one-in-school day athletic practice period.
- Off-season activities before or after the school day or during the lunch periods are specifically prohibited.
- Team Sports- During the off-season high school and junior highs coaches are prohibited from coaching any student athletes in grades 7-12 from their school attendance zone after the school day ends (exception: own son or daughter)
- This does not include the UIL Summer Strength and conditioning program (cannot be sports specific)
- Any grouping of high school baseball, football, soccer, or volleyball participants during the summer months for the purpose of conditioning and/or organized athletic team instruction is prohibited'
- All of the Sharyand ISD open weight rooms and gyms are open to all our athletes and student body.

Off season School Facility Use: UIL Section 1206 (i) C&CR

- Athletes may attend open gyms, facilities, and weight rooms. Coaches must make every effort to see that student athletes understand that participation is

strictly voluntary and never required. Participation shall not be a prerequisite for trying out for a team. Attendance records may not be kept. Coaches may be present to supervise the facilities and school equipment.

- Coaches shall not provide specific instruction in sport skills
- Each activity during open gym or weight room is on a first come first serve basis
- Weight lifting instruction is permitted and progress charts may be kept
- Coaches should not participate with their athletes. Such action place the responsibility on the coach and school to prove they are not violating off-season regulations
- Use of school facilities may be restricted to that school's student body. Note: If only members of an athletic team are participating in their sport in an open recreational facility, it could be deemed a violation of off-season regulations. All of Sharyland ISD open gyms and open weight rooms are open to the athletes and student body.

UIL Individual Sports:

- In Individual sports, coaches may coach their athletes year around
- Exceptions- On Sundays and the five required days during the Winter Break

Non-School Team Sports- clubs, leagues, ETC...- Procedures:

- When you go and watch your athletes during club ball games, winter league games, and summer league games, 7 on 7 games, Etc. you need to be aware that there are always other watching what coaches do at these events
- Sharyland ISD Coaches should not sit on any team bench, stand down on the floor or team sideline, or be in the dugout before, during, or after a game.
- The only place that a coach should be located during any of these non-school athletic events is in the bleachers or where the spectators are seated. The only thing that you should ever address with any Sharyland athlete at these events is words of encouragement like "good job, great game, etc." This is not a time where you coach the kid in making corrections, adjustments, etc.



CCP

UIL Coaches Certification Program (CCP)

The Legislative Council approved the UIL Coaches Certification Program (CCP) that is required for coaches of grades 7-12.

The CCP includes information from the UIL Constitution and Contest Rules (C&CR) and incorporates a section devoted to ethics and sportsmanship to replace COPE.

The CCP also satisfies the state requirements for safety training and steroid education. The CCP, available on the UIL website, provides a single source for athletic coaches and trainers to understand UIL rules.

As required by Section 1208 of the UIL Constitution and Contest Rules, all coaches shall complete the Coaches Certification Program prior to their sports season.

Section 1208: ATHLETIC REGULATIONS

(h) UIL COACHES CERTIFICATION PROGRAM.

(1) All coaches shall annually complete the UIL Coaches Certification Program prescribed by the UIL prior to their sports season.

(2) The names of coaches who complete the UIL Coaches Certification Program will be kept on file by the school.

(i) MINIMUM PENALTY FOR MISCONDUCT.

(1) Automatic Minimum Penalty. Any coach who is ejected from a contest for unsportsmanlike conduct, or any football coach who is given two or more 15-yard unsportsmanlike penalties during a contest may accept an automatic penalty for their ejection or appeal the ejection. A coach who appeals their ejection is required to appear before the State Executive Committee. If the coach accepts their automatic penalty or their ejection is not overturned on appeal, the coach will be subject to:

(A) an automatic penalty of public reprimand (name will be published once in the Leaguer) and one year's probation in the applicable sport;

(B) completing the National Federation of State High School Associations Fundamentals of Coaching Course; and

(C) completing the National Federation of State High School Associations Teaching and Modeling Behavior Course.

(2) Automatic Greater Penalty. If a coach so penalized has no proof of having completed the UIL Coaches Certification Program prior to the sports season, that coach shall also be automatically suspended from the next game/contest.

(3) Subsequent Violations. Any further ejection or accumulation of two 15-yard unsportsmanlike penalties during a football game, while on probation, will require the coach to appear before the State Executive Committee for consideration of penalty.

(4) Notification. Schools shall notify the UIL within three school days if a coach has been ejected from a game or received two 15-yard unsportsmanlike penalties.

New Coach Certification-UIL Requirement

All new coaches that have never coached in the UIL setting must take the NFHS fundamentals of coaching before they can coach kids on the field or court. The NFHS can be found on the UIL website and will cost \$35.00 but can be reimbursed through the athletic office.

Professional Acknowledgment Form-UIL Requirement

Concussion Training

All Coaches Texas Education Requirement-**State Law**



Booster Club Guidelines

Updated July 2016



BOOSTER CLUB GUIDELINES

ROLE OF BOOSTER CLUBS

Neighborhood patrons form booster clubs to help enrich the school's participation in extracurricular activities. The fundraising role of booster clubs is particularly crucial in today's economic climate. Positive and direct communication can prevent most problems. Keep the superintendent informed of all activities.

- Have a chain of command for communication with the administration.
- Clear all activities through your administration.
- The superintendent or a designee who does not coach or direct a UIL contest but has approval authority over booster clubs should be invited to all meetings. All meetings should be open to the public.
- Booster clubs should apprise school administrators of all club activities. Make sure your local administration has a copy of all booster club publications. Invite administrators to all booster club meetings. Have an officer meet with the school administration regularly.
- School administration should apprise booster clubs of all school activities.
- Booster clubs do not have authority to direct the duties of a school district employee. The scheduling of contests, rules for participation, methods of earning letters and all other criteria dealing with inter-school programs are under the jurisdiction of the local school administration.
- Minutes should be taken at each meeting and kept on file at the school.
- Periodic financial statements itemizing all receipts and expenditures should be made to the general club membership and kept on file at the school.

ROLE OF THE SUPERINTENDENT

Member schools make UIL rules and determine policies regarding penalties to schools, school district personnel and student participants. The superintendent is solely responsible for the entire UIL program. All school activities, organizations (including the booster club), events and personnel are under the jurisdiction of the superintendent. Booster clubs must recognize this authority and work within a framework prescribed by the school administration.

PARENTS

- Remember: The classroom comes first!
- Help conduct fair and equitable competition: adhere to rules, uphold the law and respect authority.
- Remember that officials are human. Respect their decisions.
- Delegate authority to the school, and then support its decisions.
- Set standards by which you expect children to conduct themselves, and live by those standards yourself.
- Be aware of capabilities and limitations of young people. Don't have unrealistic expectations.
- Allow your children to live their own lives.
- Be involved in areas in which your own child is not involved, thus contributing to school unity and spirit.
- Show respect to the opponents of your children.
- Praise. Don't criticize. Urge others to do the same.
- Help your children and their friends develop integrity through the intensity of competitive activity.

COACHES AND DIRECTORS

- Be sure your booster club wish list has been approved by your supervisor before it goes to the booster club.
- Work with your administration to determine what your club can provide.
- Make your request to the club benefit as many students as possible.
- Attend the booster club meetings and/or know what the club is doing.
- Understand that your advisory role to the boosters is without vote.

- Support other programs within your district.
- Meet with parents regularly and make them aware of relevant rules.
- Involve your staff with your booster club. Let the booster club know who your staff is and what duties they perform.

WRITTEN POLICIES

Booster clubs should develop and annually review policies to cover:

- how to obtain administrative approval before beginning projects;
- how to plan and publicize meetings;
- bookkeeping and fund administration including process to obtain superintendent's approval prior to raising or spending funds;
- election of officers (suggestion: one president; one secretary; one treasurer; and three vice-presidents: one vice-president to oversee fall, winter and spring sports);
- taking, distributing and filing minutes;
- public communication;
- proper interaction with music and theatre directors and academic and athletic coaches through the lines of authority as established by the school board;
- a sportsmanship code governing behavior of booster club members and fans at contests, treatment of officials, guests, judges, etc.; and
- plans to support the school regardless of success in competition, keeping the educational goals of competition at the forefront of all policies.

CLUB FINANCES

Fund-raising projects maybe subject to state law. Be sure that your club is in compliance with applicable law. For example, Texas has a law governing raffles. Also, consider seeking nonprofit or tax-exempt status. Consult the Texas Secretary of State's website as well as the IRS to determine if seeking designation as a non-profit that is tax exempt is appropriate for your booster club. http://www.sos.state.tx.us/corp/nonprofit_org.shtml ;

Booster clubs may make recommendations, but cash or other valuable consideration must be given to the school to use at its discretion. Generally speaking, earnings by a properly organized booster club may not benefit any private shareholder or individual.

- Community-wide sales campaigns should be coordinated through the school administration to minimize simultaneous sales campaigns.
- Sales campaigns should be planned carefully to insure that the projects provide dollar value for items sold, and that most of the money raised stays at home. Otherwise donations are often more rewarding than letting the major part of the money go to outside promoters.
- Fund-raising activities should support the educational goals of the school and should not exploit students. Activities and projects should be investigated carefully before committing the school's support.
- Individuals who actively coach or direct a UIL activity should serve in an advisory capacity only to the booster club and should not have control or signature authority over booster club funds, including petty cash or miscellaneous discretionary funds.
- Coach's wish lists should have received prior approval from school administration before submission to boosters.
- Coaches and directors of UIL academics, athletics and fine arts may not accept more than \$500 in money, product or service from any source in recognition of or appreciation for coaching, directing or sponsoring UIL activities. The \$500 limit is cumulative for a calendar year and is not specific to any one particular gift. See Section 481, UIL Constitution and Contest Rules.
- Schools shall not pay to coaches, and coaches shall not accept, funds gathered by a high school booster club or other sources within the school district. See Section 1202(b), UIL Constitution and Contest Rules.
- Funds are to be used to support school activities. To provide such funding for non-school activities could violate UIL rules and the public trust through which funds are earned.

ATHLETIC BOOSTERS

Individuals should be informed of the seriousness of violating the athletic amateur rule found in Section 441 and the awards rule found in Section 480 of the UIL Constitution and Contest Rules. Check with school administrators before giving anything to a student, school sponsor or coach. The penalty to a student-athlete is forfeiture of varsity athletic eligibility in the sport for which the violation occurred for one calendar year from the date of the violation. If a team violates the amateur rule, the penalty shall be assessed against the team and not against each individual. See Section 441(d), UIL Constitution and Contest Rules. All fans, not just members of the booster club, should be aware of these rules. It affects the entire community.

- Athletic booster club funds shall not be used to support athletic camps, clinics, private instruction or any activity outside of the school.

The local school district determines when, how and from whom student athletes can receive meals and snacks. See Section 441(b)(9), *UIL Constitution and Contest Rules*.

- Schools must give prior approval for any banquet or get-together given for students.
- Students may not accept money or other valuable consideration from school booster club funds for any non-school purpose. See Section 441(A)(3), *UIL Constitution and Contest Rules*.
- Student athletes are prohibited from accepting valuable consideration for participation in school athletics (anything that is not given or offered to the entire student body on the same basis that it is given or offered to an athlete). See Section 441(a), *UIL Constitution and Contest Rules*. *Valuable consideration is defined as tangible or intangible property or service including anything that is usable, wearable, salable or consumable.*
- Booster groups or individuals may donate money or merchandise to the school with prior approval of the administration. These kinds of donations are often made to cover the cost of commercial transportation and to cover costs for meals. It would be a violation for booster groups or individuals to pay for such costs directly, without prior approval from the local school administration. See Section 441(b)(9) and Section 840 (a)(2)(A)(iv), *UIL Constitution and Contest Rules*.
- Student athletes may accept small “goodie bags” consisting of cookies, candy and symbolic gifts from their classmates, if allowed by local school policy. See Section 441(B)(7), *UIL Constitution and Contest Rules*.

110th Edition of the

Constitution and Contest Rules

of the

University Interscholastic League

2019-2020

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THE UNIVERSITY OF TEXAS AT AUSTIN

SECTION D



Head Coaches Responsibility for
High School Eligibility

Athletic Eligibility-High Schools and
Junior High

Athletic-Eligibility-UIL Standards

Varsity Team Sport Eligibility Form
and Individual Eligibility Form



SHARYLAND INDEPENDENT SCHOOL DISTRICT
ATHLETIC DEPARTMENT
PROCESS FOR DETERMINING UIL ELIGIBILITY

Coaches should check the following criteria to determine academic eligibility for students participating in UIL athletic events. (Exceptions are found in the UIL Constitution and Rules, i.e., honors classes. Ineligible students may not be involved in any aspect of the team other than practice.)

I. FALL ELIGIBILITY

- Students going into the 7th, 8th, or 9th grade must have been promoted or placed the next grade level.
- Students going into grades 10, 11, or 12 have two ways they must be eligible for the fall semester:
 1. Received 5 credits from the previous year. (When a student receives credit from the previous year, the number of credits from other high school years is not a factor.)
 2. Have accumulated at least 10 credits at the beginning of the third year and 15 credits at the beginning of the fourth year in high school.

* Students who either complete summer school courses or correspondence courses prior to the fall semester may apply credits towards fall eligibility.

* Students may become eligible for UIL competition at the end of the seventh week of school if at the end of the first six weeks grading period they are passing all courses with an average of seventy or above.

HEAD COACHES RESPONSIBILITY FOR ATHLETIC ELIGIBILITY

STEP 1: Provide a list of your athletes alphabetically to Athletic Coordinator.

STEP 2: Head Coaches will use the Grey Form and transcripts each year.

STEP 3: All Athletes will need a Grey form (including all sub-varsity).

STEP 4: Head coach will count credits for eligibility purpose.

STEP 5: Only athletes that are eligible will be listed on the UIL Eligibility form

STEP 6: Upon completion, this form must be turned into Athletic Coordinator Secretary for Principal Signature.

STEP 7: No athlete will be allowed to participate in the first athletic competition until all Grey forms are turned in and the UIL Eligibility Forms are faxed to the 31-5A District Chairman.

STEP 8: Athletic Secretaries will fax the final copy to the 31-5A District Chair after the Principal has signed.

STEP 9: The original copy will be filed in the athletic office. The Athletic Secretary will scan and e-mail the head coaches a copy to keep on file.

*** In Team Sports Scrimmages are considered practice so eligibility is not required.

***In Individual Sports Dual and Tri-Meets/Tournaments- Eligibility is required

SHARYLAND INDEPENDENT SCHOOL DISTRICT

JUNIOR HIGH ELIGIBILITY

Coaches should check the following criteria to determine academic eligibility for students participating in UIL athletics events.

I. FALL ELIGIBILITY

- Students going into the 7th or 8th must be promoted or placed to the next grade level.

II. RETAINING ELIGIBILITY

- Check grades every grading period.
- If a student fails a six weeks grading period, the athlete becomes ineligible at the end of the school day after the 7-day grace period.
- If the student who has failed a six weeks grading period is passing at the progress report, the student becomes eligible at the end of the school day after the 7^{-day} grace period.
- If the student who has failed a six weeks grading period is failing any subject at the progress report, the student remains ineligible.

III. Age Eligibility

- For 7th grade competition-have not reached their 14th birthday on or before September 1
- For 8th grade competition-have not reached their 15th birthday on or before September 1
- See C&CR for further regulations



UIL Eligibility Standards

The sole purpose of eligibility rules and contest regulations is to keep competition equitable and to maintain activities in proper perspective. It is the responsibility of each school to see that students do not compete unless they comply with all eligibility rules. It is also the responsibility of the student to observe and obey these standards. According to UIL standards, students are eligible to represent their school in interscholastic activities if they:

- have not graduated from high school,
- are full-time, day students in the school, and have been in regular attendance at the school since the 6th class day of the present school year, or have been in regular attendance for 15 or more calendar days before the contest or competition,
- are in compliance with state law and rules of the Commissioner of Education, (see [TEA-UIL Side By Side](#))
- are enrolled in a four-year, normal program of high school courses, and initially enrolled in the 9th grade not more than 4 years ago nor in the 10th grade not more than 3 years ago,
- were not recruited,
- are not in violation of the awards rule, and
- meet the specific eligibility requirements for academic, music and/or athletic competition

Eligibility for Athletic Contests

- meet all the requirements above,
- are less than 19 years old on September 1 preceding the contest or have been granted eligibility based on a disability that delayed their education by at least one year,
- live with their parents inside the school district attendance zone their first year of attendance (see your school administrator for exceptions),
- have not moved or changed schools for athletic purposes,
- have not violated the athletic amateur rule, and
- were eligible according to the fifteen-day rule and the residence rule prior to district certification.

Schools may adopt stricter standards for eligibility to participate in extracurricular activities.

SECTION E



SHARYLAND ATHLETIC POLICIES

Reporting of Critical Incidence

Extra-Curricular Code of Student Conduct

Athletic Student Participation Policy

Clinic Info

Extra-Curricular Travel Policy

Specialization of Athletic Sports

Employee Standard Conduct

Fund-Raising Policy

- Business Office Full Activity Fund Info
- Business Office Administrative Manual



REPORTING OF CRITICAL INCIDENTS

In order to ensure that sensitive and serious situations are communicated clearly and effectively to district personnel, the coach shall report critical incidents to the athletic coordinator/ athletic director immediately.

1. A written report of the incident shall be sent to the principal and the athletic director or coordinator within 24 hours of the incident.
2. If a situation is of an emergency nature, or one which might otherwise come to the attention of these personnel (i.e. media coverage of the school), the coach shall immediately notify the principal and the athletic coordinator/director by phone.
3. The following incidents must be reported:
 - Firearms-possession, use, display, discharge
 - Weapons- possession, use, display, discharge
 - Assaults
 - Sexually related incidents, including criminal complaint, misconduct, harassment
 - Possession, use, sale of controlled substance
 - Any prohibited conduct- Violation of the school handbook
 - Arrest
 - Evacuation of building
 - Any EMS call
 - Any McAllen or Mission PD call
 - Occasion when a student reports being a victim of a serious crime
 - Community-sensitive events
 - Bus accidents
 - Motor vehicle accidents involving rental or SISD vehicle
 - Any event which has legal or media implications, such as sit-ins, walk-outs, riot demonstrations.

EXTRACURRICULAR CODE OF STUDENT CONDUCT

Extracurricular Activities

The term “extracurricular activities” means, without limitation, all interscholastic athletics, cheerleading, drill team, academic clubs, special interest clubs, musical performances, dramatic productions, student government, and any other activity or group that participates in contests, competitions, or community service projects on behalf of or as a representative of the District. The term includes any non-curricular event and membership or participation in groups, clubs, and organizations recognized and approved by the Board of Trustees and the school district and sponsored by the district or a campus. All extracurricular activity participants, including elected and appointed officers of all campus organizations, is subject to the provisions of this *Extracurricular Code of Conduct*.

Participation in school-related activities is an excellent way for a student to develop talents, receive individual recognition, and build strong friendships with other students; participation, however, is a privilege, not a right. Eligibility for participation in many of these activities is governed by state law and the rules of the University Interscholastic League (UIL)—a statewide association overseeing inter-district competition. The following requirements apply to all extracurricular activities governed by state law and the rules of the UIL:

- A student who receives at the end of a grading period a grade below 70 in any academic class—other than an advanced placement or international baccalaureate course, or an honors or dual credit course in English language arts, mathematics, science, social studies, economics, or a foreign language—may not participate in extracurricular activities for at least three school weeks.
- A student with disabilities who fails to meet the standards in the individualized education program (IEP) may not participate for at least three school weeks.
- An ineligible student may practice or rehearse with other students for an extracurricular activity but may not participate in a competition or other public performance.

Extracurricular Absences

A student is allowed in a school year up to 10 absences not related to post-district competition, a maximum of 5 absences for post-district competition prior to state, and a maximum of 2 absences for state competition. All extracurricular activities and public performances, whether UIL activities or other activities approved by the board, are subject to these restrictions. 4-H activities are considered extracurricular only if there is a letter on file from a 4-H county official.

An absence for participation in an activity that has not been approved will receive an unexcused absence.

Your child has expressed a desire to participate in an extracurricular activity at Sharyland ISD. It is the belief of our district that participation in extracurricular activities can give students direction in the development of self-discipline, responsibility, pride, leadership, teamwork, respect for authority, and healthy living habits.

Participation in the regular curriculum is a right afforded to each student; however, participation in the extracurricular program is a privilege that carries additional expectations for

acceptable conduct. Because participation in extracurricular activities is a privilege not a right, SISD is authorized to set higher standards for participants of these activities.

Sharyland ISD has established the following set of guidelines to be followed by all extracurricular participants:

1. Abide by all UIL rule specifications (*for UIL/TEA sanctioned activities*);
2. Attend every practice session and contest unless ill or in emergency situations. (*Parent or guardian must call coach/sponsor if not attending practice*);
3. At all times, on and off campus, respond to every situation as a young lady or gentleman.

All students, regardless of activity, **must not**:

1. Use tobacco products;
2. Consume, possess or distribute alcoholic beverages, drugs, or narcotics (*except for prescribed medical purposes*);
3. Participate in inappropriate behavior recorded or transmitted on any electronic media or the internet;
4. Participate in misconduct unbecoming of a lady or gentleman. This includes but is not limited to any conduct which contains the elements of an offense under the Texas Penal Code.

Sharyland ISD will enforce the above rules with all students participating in extracurricular activities:

- regardless of whether school is in session;
- regardless of whether the offense occurs on or off school property or at a school-related event;
- regardless of whether the student is directly involved with the extracurricular activity at the time the prohibited conduct occurs;
- regardless of whether the extracurricular activity is in season; and
- regardless of where or when the conduct occurs.

CONTRACT FOR SUCCESS

Students that violate any of the above rules could be suspended from participation in any activity for up to **18 weeks**, and could be subject to removal from participation.

STUDENTS:

As an extracurricular participant representing Sharyland ISD, I, _____, understand my responsibilities as stated above. I agree to abide by this policy, and I pledge to help my classmates do the same.

PARENTS:

I have read the information presented above, and I will support my son/daughter in his/her commitment to this policy.

PARENT/GUARDIAN SIGNATURE

Athletic Program Student Participation Policy

The following concerns the overall participation policy of the Sharyland ISD Athletic Department concerning sub-varsity and varsity teams. This philosophy is one that the Sharyland School Board and Administration is in agreement with. Also included is the policy concerning senior athlete participation and try-outs.

SUB-VARSITY PARTICIPATION- Student sub-varsity athletes should get ample playing time.

This does not mean that all athletes will get equal playing time. This also does not mean that the athletes should be played the last few minutes or seconds of a game. In some sports, such as baseball and softball, it is more difficult because the length of innings and time limits of games. Softball and baseball coaches should try their best to work this out or make up playing time the following game. Coaches of different sports should try to develop a system that enables them to play everyone a certain amount of time. All sub-varsity players should have the opportunity to play during portions of the game. If all players have had ample playing time during the game, and the game is close, this would enable the coach the opportunity to play his or her best players the last portion of the game. This affords our teams the opportunity to win. We believe that ample playing time at the sub-varsity level is important in developing future players. We believe that developing winning attitudes at the sub-varsity level is important but not at the sacrifice of not allowing athletes the opportunity to participate. Winning attitudes are developed in many different areas. The main goals of a sub-varsity team should be to develop fundamentals of the game, knowledge of the game, good work ethics, teamwork, and sportsmanship.

VARSITY PARTICIPATION- Playing time at the varsity level is not an issue. Our goal in each sport at the varsity level is to field the best team that Sharyland has to offer. This does not mean that we expect to be district champions in every sport each year. It does mean that we are going to try and compete at the highest level possible. The head coach must have the freedom to make these decisions. All head coaches know that their players want to play. Varsity players must understand their roles on the team. Some are starters, some are substitutes, and some will get very little playing time. Players that do not get much playing time can and may be a very integral part of the team. This may come in different areas such as, during practice preparing our team for its next opponent, being an encourager to other players, helping the coach in certain areas, or sometimes being the inspiration of the team. It is a privilege to be on the varsity and every player has to know their role on the team. When playing opportunities come during certain games, the head coach will try and play as many players as possible. Every coach wants his or her players to have the opportunity to play, but at the varsity level winning within the rules is each team's objective. The head coach must have the freedom to make these decisions.

SENIOR ATHLETE VARSITY PARTICIPATION AND TRYOUTS- If an athlete is a JV red or white team player as a junior (11th grade classification), then they must try out for the varsity team their senior year. Any transfer senior athlete, will have to go through try outs. Any senior athlete from Sharyland, who did not play the sport the previous year, will have to go through try-outs. Those athletes who make the varsity team as a freshman, sophomore, or junior (who has not quit the team or had disciplinary problems) will not have to try out.



Clinic Information

High School Coaches

General:

Coaches attending coaching schools or clinics must be certain that proper channels and procedures (travel request forms) have been followed prior to attending.

High school coaches may coordinate approved coaching schools/clinics with the middle school coaches. Approval of all staff will be dependent of financial availability.

Out of state clinics will not be approved.

POLICIES FOR SCHOOL BUSINESS DAYS

All high school head coaches are allowed 2 professional days for coaching schools or clinics.

All sub-varsity high school coaches are allowed 1 professional day for coaching schools or clinics.

No professional days are allowed for junior high coaches to attend clinics



SHARYLAND ISD

EXTRACURRICULAR TRAVEL PROTOCOL

Travel Arrangements

- **Travel Request Forms**- for out of town overnight trips must be turned into the Athletic Office before leaving.
- **Parent Permission Slips**- This gives emergency and hotel information (Address and phone number). It also requires parents and student signatures for travel approval.
- **Travel Itinerary**- The agenda will give thorough information about travel time and locations during trip. This agenda should begin with depart time from school until the approximate arrival time back at school.
- **Rooming Lists**- Room assignments will be determined by coach/sponsor. All students are expected to adhere to these assignments. Factors such as grade level, age, relationship, etc., will be taken into consideration when determining room assignments
- **Checking of bags**- and personal items- Administration, sponsors and/or coaching staff reserve the right to check bags, luggage, and personal items since the trip is a school related / sponsored activity
- **Parent Release Form or Notarized Form**- For people or guardians picking up their child. A SISD Parent Release Form must be completed. For people other than parents picking up children a SISD notarized form must be completed. This form should be completed a day in advance.
- If anyone other than a school employee, athlete, student trainers, managers, (etc) rides a school bus it must be cleared by the Athletic Director only.

Student Behavior/ Expectations

- All students are expected to follow timelines, agenda and/or instructions as provided by the sponsor/coach. Failure to comply may result in disciplinary action.
- All students are expected to adhere to rules and policy as set by the Student Code of Conduct and Extracurricular Code of Conduct at all times. Violations may result in disciplinary action.
- No swimming at hotel swimming pools
- Visit to malls or any Public Entities- When visiting malls or public entities, student must travel in groups of 2 or more at all times. Students are expected to conduct themselves properly at any of these venues.
- Restaurants- Students are expected to conduct themselves with proper manners at all times when eating at any restaurant or food court.

- Hotels- Rooms will be kept intact. If furniture is needed to be moved due to roll-a-way bed, etc., furniture will be put back in original place. No, “hotel room” souvenirs will be brought home. Students will remain in rooms unless otherwise approved by coaches/ sponsors. All lights are to be out/ off at a designated time.

SPECIALIZATION OF ATHLETIC SPORTS

To: All Coaches, High School and Jr. High School

From: Richard Thompson, Athletic Director

Subject: Specialization of Athletic Sports

Date: August 1, 2005

CC: Mr. Madrigal, Jr., High School Principal
Mr. David Guel, North Jr. High Principal
Miss Cynthia Sandoval, B.L. Gray Jr High Principal

School Board and Administration Policy:

“Students of Sharyland will be given the opportunity to participate in as many sports as he/she chooses. It is the responsibility of the coaches of each sport to work out a plan that would enable each individual student to do so. No athlete will be made to choose between sports or encouraged to specialize.”

This is a reminder of the School Board and Administration Policy concerning encouraging athletes to specialize in a certain sport. This policy deals with in-season sports that are participating simultaneously (Jr. High Athletics does not have this problem because of the way the athletic seasons are set up). Many athletes do choose to specialize in a sport. There is not a problem with athletes specializing because it is **their choice**. This policy states that “no athlete will be made to choose or encouraged to specialize”. Athletes should not feel caught in the middle and having to make a choice. This is why each of the head coaches will determine a practice schedule for the athlete.

Any coach that is guilty of encouraging an athlete to choose or specialize will be reprimanded. Remember, that we are all on the same team, so please make every effort to build all programs in Sharyland I.S. D. Athletics. Thank You!

Employees Standard of Conduct Searches/Alcohol /Drug Testing

DHE Local Policy

REASONABLE SUSPICION SEARCHES

The District reserves the right to conduct searches when the District has reasonable suspicion to believe that a search will uncover evidence of work-related misconduct. The District may search the employee, the employee's personal items, work areas, lockers, and private vehicles parked on District premises or worksites or used in District business. Searches that reveal a violation of the District's standards of conduct may result in disciplinary action. [See DH]

DRUG AND ALCOHOL TESTING

Under the District's own authority, random drug and alcohol testing of employees in safety-sensitive positions shall be completed to further the Board's interest in ensuring the physical safety of students.

Testing procedures shall be minimally intensive. For purposes of such testing, safety-sensitive positions shall not be limited to, but shall include, positions in which an employee:

1. Drives a District vehicle;
 2. Transports students in District vehicles; and
 3. Performs manual trades or handles potentially dangerous machinery or hazardous substances in an environment that may be occupied by a large number of students.
-

Note: The following provisions apply to employees who are covered by the federal Department of Transportation (DOT) rules.

FEDERALLY REQUIRED DOT TESTING PROGRAM

In accordance with DOT rules, the District shall establish an alcohol and controlled substances testing program to help prevent accidents and injuries resulting from the misuse of alcohol and controlled substances by the drivers of commercial motor vehicles, including school buses. The primary purpose of the testing program is to prevent impaired employees from performing safety-sensitive functions.

The Superintendent shall designate a District official who shall be responsible for ensuring that information is disseminated to employees covered under this testing program regarding prohibited driver conduct, alcohol and controlled substances tests, and the consequences that follow positive test results.

DRUG-RELATED VIOLATIONS

The following constitute drug-related violations under the DOT rules:

1. Refusing to submit to a required test for alcohol or controlled substances.
2. Providing an adulterated, diluted, or a substituted specimen on an alcohol or controlled substances test.
3. Testing positive for alcohol, at a concentration of 0.04 or above, in a post-accident test.
4. Testing positive for controlled substances in a post-accident test.
5. Testing positive for alcohol, at a concentration of 0.04 or above, in a random test.
6. Testing positive for controlled substances in a random test.
7. Testing positive for alcohol, at a concentration of 0.04 or above, in a reasonable suspicion test.
8. Testing positive for controlled substances in a reasonable suspicion test.

An employee who operates a commercial motor vehicle, including a bus, and commits a drug-related DOT violation as defined above shall not be eligible for reinstatement as a driver.

ALCOHOL RESULTS BETWEEN 0.02 AND 0.04

In accordance with DOT rules, a driver tested under this policy and found to have an alcohol concentration of 0.02 or greater, but less than 0.04, shall be suspended from driving duties for at least 24 hours.

[In the event of a positive test result for alcohol of 0.02 or greater, see the disciplinary consequences at DISTRICT-IMPOSED CONSEQUENCES, below.]

REASONABLE SUSPICION DOT TESTING

Only supervisors specifically trained in accordance with federal regulations may, based upon reasonable suspicion, remove a driver from a safety-sensitive position and require testing for alcohol and/or controlled substances. The determination of reasonable suspicion shall be based on specific observations of the appearance, behavior, speech, or body odors of the driver whose motor ability, emotional equilibrium, or mental acuity seems to be impaired. Such observations must take place just preceding, during, or just after the period of the workday that the driver is on duty. The observations may include indication of the chronic and withdrawal effects of controlled substances. Within 24 hours of the observed behavior, the supervisor shall provide a signed, written record documenting the observations leading to a controlled substance reasonable suspicion test.

DISTRICT- DEFINED VIOLATIONS

An employee violates District policy if he or she tests positive for alcohol at a concentration of 0.02 or greater.

DISTRICT-IMPOSED CONSEQUENCES

In addition to the consequences established by federal law, a District employee confirmed to have violated the District's policy pertaining to alcohol or controlled substances shall be subject to District-imposed discipline, as determined by his or her supervisor and the Superintendent. Such discipline may include any appropriate action from suspension without pay during the period of removal from safety-sensitive functions, up to and including termination of employment. [See DF series]

In cases where a driver is also employed in a non-driving capacity by the District, disciplinary action imposed for violation of alcohol and controlled substances policies shall apply to the employee's functions and duties that involve driving. Additionally, upon recommendation of the employee's supervisor, disciplinary measures up to and including termination of employment with the District may be considered.



Fund-Raising Policy

All campus organizations are limited to two fundraisers per calendar year (January – December). Athletic organizations may hold summer camps in addition to two fundraisers.

Since many fundraisers sell taxable items, Texas law allows school districts, public schools, qualified exempt private schools and bona fide chapters within a qualifying school to conduct two one-day tax-free sales or auction each calendar year. (*Texas Comptroller of Public Accounts Sales and Use Tax Bulletin – July 2009*)

PROCEDURES

- Sponsors are to initiate the request for approval of fundraising activities by submitting an **Application for Activity Fundraiser form** (see example) to the principal for review and approval. Prepare a requisition and include the assigned **REQUISITION** number on the application.
- For school-sponsored fundraisers, the principal forwards the approved form to the Purchasing Department and a copy to the sponsor.
- SPTSO-sponsored fundraisers must be approved by the campus principal prior to the event.
- A specific purpose for the funds to be raised should be determined prior to the event being requested.
- **Texas law prohibits schools from conducting raffles, bingo and any other games of chance.**
- PO must be approved prior to purchasing fundraiser merchandise. Any person who orders merchandise without prior approval of the fundraiser will assume full responsibility for the bill.
Sponsors must keep detailed records of the organization's activities and collections and disbursements of the organization's funds.
- *If applicable, sponsors should keep a **Merchandise Distribution Record** (see example) of items disbursed to students to include:*
 - Student Name, Date issued, # of items issued, \$ value of items issued, Date returned, # of items returned, \$ amount returned.
- **Sponsors must issue receipts for all fundraising funds collected from students as follows:**
 - Original copy (white) to student submitting the money;
 - Posting copy (yellow) attached to deposit information when the deposit is prepared;
 - Permanent copy (pink) retained in the receipt book.
- The receipt must be completed in its entirety, including:
 - Date and \$ amount;
 - Name of student submitting the money (A receipt may not be issued to more than one person.);
 - **An explanation of the purpose for which the money was received;**
 - The name of the organization;
 - The signature of the person receiving the money (The signature must be manual; NO signature stamps.).
- Under no circumstances shall a cash receipt be altered. If an error occurs, VOID the original receipt and all duplicates and issue a new receipt. The original of the voided receipt must be attached to the copies and retained for audit purposes.
- An actual cash count should be made by the person signing the receipt in the presence of the student turning in the money.

Collections should be submitted to the campus bookkeeper/secretary **daily**.

-
- At the completion of all fundraisers, the following documents will be completed and kept on file for 5 years for audit purposes:
 - Application for Activity Fund Raiser;
 - Merchandise Distribution Record (if applicable - see example);
 - Deposits;
 - Issued Receipts;
 - Sales Summary Report (see example).

SECTION F



TRANSPORTATION



1243 E. Business Hwy 83,
Mission, Texas 78572
956-580-5240

Enrique Mata
Director

Cain Reyna
Assistant Director

Alberto Lara
Dispatcher

Angelica Ostos
Dispatcher

Melissa Ybarra
Secretary



TRANSPORTATION PROCEDURES

TRANSPORTATION PERSONNEL:

Dispatcher Albert Lara- (cell phone-731-8261) school extension 2871

Assistant Director Cain Reyna-(cell phone-624-6871) school extension 2814

Assistant Dispatcher Angela Ostos (cell phone-503-8603)- school extension 2872

COACHES RESPONSIBILITIES FOR TRANSPORTATION

1. All communication and transportation request will be conducted through coaches at the high school, athletic coordinators at the junior high, or the athletic office.
2. All athletic transportation requests for games and/or practices must be sent using the Vehicle Registration Form located on the school website. For any changes and/or cancellations please call Albert or Lupe immediately.
3. Specify whether tournaments will be a 2 day tournament or a 3 day tournament. If tournament is only scheduled for 1 day, please specify 1 day.
4. If more than one bus is needed for the same event, submit only one request and specify the number of busses needed for the purpose of the trip.
5. SUV can be used for 7 or fewer students.
6. DO NOT request specific drivers. Drivers will be assigned by the transportation supervisor or assistant supervisor.
7. Any comments on the driver's behavior need to be reported to Lupe Lara or Albert Lara.
8. Meals need to be provided for the bus driver.
9. Coaches should verify pick-up times and return times through Lupe or Albert Lara the day before or morning of the event.
10. Coaches are expected to have teams ready to travel at the scheduled time. Do not request a bus to arrive more than 15 minutes prior to actual departure time.
11. Coaches will always accompany their teams on the bus.
12. Coaches may not bring anyone on the bus that is not a student or district employee.
13. Coaches are expected to maintain discipline and control on the bus for all athletic events.
14. Please inspect buses after every trip for any items that may be left behind.
15. Please include return time when signing bus request form at the end of each trip.

EMERGENCY NUMBERS:

Director of Transportation Enrique Mata (956)222-6546 (956) 580-5200 ext. 2812

SECTION G



MEALS BORDER RULE





PURCHASING OF MEALS FOR ATHLETICS

The “Border Rule” is a rule that states that Sharyland ISD will not supply meals to athletes or coaches when our athletic teams travel to opponents in a city or school district that borders Sharyland ISD. These cities and school districts include McAllen ISD, Mission ISD, Edinburg ISD, and Hidalgo ISD. The “border rule”, will apply to all sports.

Maximum cost per meal funded by the athletic department: \$7.00

Inside the Border Rule:

- Anytime a team plays a game inside the border (schools listed above), no meals will be funded by the athletic department.
- Exception to the “border rule” is as follows: any tournament and/or meet that extends 6 straight and/or consecutive hours (or longer) in duration. In this case, the athletic department will fund one meal. See other avenues to fund additional meals below.

Outside the Border Rule:

- The athletic department will fund one meal per outing for all coaches and athletes per day. The cost for these meals that the athletic department is paying for shall not exceed \$7.00 per athlete and coach

OTHER AVENUES FOR MEALS: There are other avenues that coaches may use for meals.

- School Activity Accounts- Meals may be purchased out of your activity account if funds are available.
- Non-School Entities- Parents and/or Supporters of Sharyland Athletics may purchase or donate meals. They must follow the Sharyland Athletic Donation Procedures. The parents, supporters, etc. must come by the Athletic Office at the high school, or the athletic coordinators at the junior high. This form includes what type of purchase it is, the approximate amount of the purchase, who or where it will be purchased from, etc. This is basic information and will only take a minute to fill out. The non-school representatives will sign the form as well as the Athletic Director or Athletic Coordinator. The original form will be kept on file in the Athletic Office and a copy will be given to the party involved (for tax purposes).
- Parents, fans, supporters, etc.-These entities may also make sack lunches for athletes and coaches. The Sharyland Athletic Donation Form will not be necessary in this case.
- Sharyland ISD Cafeteria- Our Sharyland Cafeteria can also come into play concerning meals. They can make a decent healthy meal for \$3.00 to \$3.50. This can be an option when purchasing meals from the athletic budget or purchasing with your activity account. On day long athletic activities, you could purchase two sack lunches. The cafeteria will need to be notified a week in advance.

SECTION H



COACHES JOB DESCRIPTIONS



SISD EXPECTATIONS AND JOB
DESCRIPTION HEAD COACH

SISD EXPECTATIONS AND JOB
DESCRIPTION ASSISTANT COACH



SISD Expectations and Job Descriptions High School Head Coaches

Mission Statement:

The mission of the SISD Athletic Department, a partner in academics and athletics, is to ensure and enhance the quality of life for the youth of our school district by providing competitive activities. These activities will provide young men and women able to enter the community and become constructive, contributing members of society.

High School Head Coaches are required to:

1. Serve as a role model that exemplifies leadership, moral character, commitment, good sportsmanship and dedication by modeling to their athletes and coaching staff the same behavior and dress that they require of them in practice and competition.
2. Visit middle schools and assist where needed for improvement for all facets of boys and girls programs and provide them the opportunity to use high school facilities.
3. Utilize effective coaching techniques, teach correct fundamental skills, demonstrate knowledge and expertise in their assigned sport and maintain a high level of competitiveness.
4. Have a systematic method of recruiting within the confines of our school district and maintaining student athletes in all athletic programs.
5. Educate parents and student athletes on the philosophy, expectations, and policies of their assigned sport and insist that they maintain respect for game officials, opponents, administrators, and fans.
6. Attend games and/or special events and include middle school staffs in social gatherings sponsored by the high school.
7. Implement strategies that develop both individual and team discipline and monitor their effectiveness throughout the school year.
8. Keep up-to-date records (squad lists, insurance forms, physicals, season statistics, parent approvals, and eligibility lists) and submit required documentation to the Athletic Department.
9. Provide proper supervision for all team members during practice, game, and athletic events.
10. Hold regular staff meetings to ensure that their staff is current, understands, and abides by the rules and regulations set forth by all governing agencies including, but not limited to: UIL, TEA, Board of Education, Athletic Department, National Federation Associations and the Sharyland Independent School District administration.
11. Follow district policy when purchasing equipment, keep accurate records of purchases, and follow district procedures related to student activity accounts as specified in the Athletic Handbook.
12. Adhere to the Athletic Department procedures in addressing student athlete injuries.
13. Maintains filed copies of current team rules that have been approved by the athletic director/athletic coordinator and signed by student athletes and parents.
14. Maximize each individual's contribution to the team, encourage athletes to support one another in a positive manner, recognize good effort, sportsmanship, and individual achievements.
15. Work to build a strong sense of self-esteem in athletes by exhibiting confidence in each player and the team as a whole by using positive reinforcement to motivate athletes to reach their full potential.
16. Encourage athletes to achieve academic success and show pride in their capabilities, abilities, and involvement in other school activities ensuring the development of a well-rounded athlete.
17. Exhibit proper leadership skills when dealing with their athletes, coaching staff, other coaches, opponents, fans, and parents.
18. Demonstrate fairness, understanding, tolerance, patience, care and concern for their student athletes.
19. Be current in Rules Compliance Program (CCP), CPR, AED, Safety and First Aid, before coaching any athlete.

20. Games and practices should reflect good planning and organization.
21. Involve middle school coaches and assistant coaches in planning and organizing athletic programs where it affects the high school sports and middle school program.
22. Teach and demonstrate good sportsmanship.
23. Maintain equipment (storing, securing, repairing, issuing, and inventorying). Keep a complete inventory of all equipment issued to coaches. Collect keys and equipment from any coach leaving the school.
24. Dress professionally for all facets of your job including workouts and competitions.
25. Dress according to "Dress Code for Coaches" and SISD employee handbook guidelines
26. Perform any other duties as assigned by the Athletic Director.
27. Prepare and send recommendation letters to colleges or universities regarding their athletes.
28. Follow sport specific lettering requirements.
29. Review and document student athlete eligibility throughout the school year to help keep academic excellence.
30. Attend all assigned in-service programs.
31. Follow district procedures related to student activity accounts.
32. Maintain expenditures for your sport within the athletic department assigned budget.
33. A head coach who is assisting in another sport that overlaps seasons must conduct work outs in both sports.

I have read the above requirements and I understand that I am expected to fulfill them, and I understand if I do not fulfill them I will be subject to penalty.

Teacher/Coach Signature

Date



SISD Expectations and Job Descriptions High School Assistant Coaches

Mission Statement:

The mission of the SISD Athletic Department, a partner in academics and athletics, is to ensure and enhance the quality of life for the youth of our school district by providing competitive activities. These activities will provide young men and women able to enter the community and become constructive, contributing members of society.

High School Assistant coaches are expected to:

1. Serve as a role model that exemplifies leadership, moral character, commitment, good sportsmanship and dedication by modeling to their athletes and coaching staff the same behavior and dress that they require of them in practice and competition.
2. Assist head coach in planning and organizing the junior high athletic program where it affects the high school athletic program.
3. Develop and foster a positive relationship with the Head Coach, Principal, Athletic Department, other department heads, and the community in order to solicit support for the high school athletic program.
4. Support and be loyal to the Head Coach in dealings with the team, media, campus administrators, or any situation that requires the assistant coach's input and cooperation.
5. Attend middle school games and/or special events and include junior high staff in social gatherings sponsored by the high school.
6. Maintain equipment through the supervision of the equipment storage, identification, issuance procedures, and ordering policies as delegated by the Head Coach.
7. Be knowledgeable of good scouting techniques, film breakdowns, and be of assistance to the Head Coach in the planning, organizing, and implementing of practices and game situations, both offensively and defensively.
8. Promote good weight training techniques and be able to run strength and conditioning programs as assigned by the Head Coach.
9. Maintain up-to-date records for the athletic program (Squad lists, insurance forms, squad size forms, end of the season win-loss records, physicals, parent approvals, and eligibility lists) as directed by the Head Coach.
10. Supervise athletes at athletic events, practices, and games as assigned by the Head Coach.
11. Assist Head Coach in a systematic method of recruiting within the confines of our school district and maximizing their performance through positive reinforcement, care and concern.
12. Maintain and coordinate the use of campus facilities and shared campus facilities (gym usage, field usage, and weight room) for sports during in-season and off-season time periods as assigned by the Head Coach.
13. Implement strategies that develop both individual discipline and team discipline and monitor their effectiveness throughout the school year.
14. Place appropriate emphasis on the role of competitive athletics in the total development of the athlete and communicate to team members the responsibility for their decisions and their behavior both on and off the playing field.
15. Attend scheduled coaches' meetings as assigned by the Athletic Office and Head Coach.
16. Abide by all U.I.L., SISD rules and regulations, and Athletic Department policies.
17. Must be current in Rules Compliance Program (CCP), CPR, AED, and Safety and First Aid

before coaching any athlete.

18. Perform other duties related to the athletic program as stipulated by the Head Coach, Athletic Department, and SISD such as track meets, district Golf and Swimming events.
19. Visit Junior Highs where needed for improvement of all facets of boys and girls programs. Good team management should be practiced, utilizing effective coaching techniques. Games and practices should reflect good planning and organization.
20. Demonstrate concern and involvement (i.e. interest, supervision, discipline, academics) in all sports regardless of individual assignment.
21. Dress according to "Dress Code for Coaches
22. Attend all assigned in-service programs.
23. Follow district procedures related to student activity accounts.
24. Maintain expenditures for your sport within the athletic department assigned budget.

I have read the above requirements and I understand that I am expected to fulfill them and I understand if I do not fulfill them I will be subject to penalty.

Coach's Signature

Date

SECTION I



PAPF PAPERWORK

PREVIOUS ATHLETIC
PARTICIPATION FORM

RESIDENCE IN SCHOOL DISTRICT
AND ATTENDANCE ZONE

SHARYLAND PAPF HOME
VISITATION FORM



PREVIOUS ATHLETIC PARTICIPATION FORM

Make sure you familiarize yourself with Section 442 of the Constitution & Contest Rules Manual.

1. The head coach will assist the parent or guardian in filling out the PAPF and questionnaire
2. The head coach will verify that student's new address is in their attendance zone.
3. The head coach will make a home visit to verify that the student and family do live at the address given (attach home visitation form).
4. The head coach will verify the student's date of birth from their PRC (Permanent Record Card).
5. The head coach will verify student's date of first enrollment in 9th grade from their PRC (Permanent Record Card).
6. The head coach will verify student's enrollment in new school.
7. The head coach will attach a copy of the divorce decree to the PAPF if the parents are divorced.
8. The PAPF will be reviewed by the Athletic Director/Coordinator to make sure all information has been completed and there are no further explanations needed.
9. The PAPF will be sent to the DEC chairman for consideration.
10. The DEC chairman will review the PAPF's to make sure that there are no "red flags". Any PAPF's with a "yes" answer will be placed on the next DEC agenda.
11. When a PAPF's have been finalized the DEC chairman will keep the original and send a copy to the Athletic Director to be kept on file in the Athletic Office. Once the Athletic Director has received an approved copy, he will send a copy to the head coach to be kept on file. The DEC chairman will send a copy to the UIL Office.

Who should complete a PAPF?

All new students in grades 9-12 who have ever practiced or participated in any UIL athletic activity in grade 8-12 at another school MUST have this form completed by the previous school (last school of participation) and be approved by the District Executive Committee BEFORE they are eligible to participate at the varsity level at the new school. The only exceptions will be incoming freshman that have lived in the high school attendance zone and attended the entire eighth grade year at a middle school that is in that high school's feeder program.

Sharyland High School's 100% feeder school is B.L. Gray Junior High.

Pioneer High School's 100% feeder school is Sharyland North Junior High.

These procedures are recommended by the athletic office as a guideline. It is ultimately the head coach's responsibility to certify eligibility based on all U.I.L. rules in the Constitution & Contest Rules Book.



PREVIOUS ATHLETIC PARTICIPATION FORM

CONSTITUTION AND CONTEST RULES

Section 442: RESIDENCE IN SCHOOL DISTRICT AND ATTENDANCE ZONE

This section applies to the first calendar year of attendance in grades 9-12. Parent(s) in the context of this rule means parents or adoptive parents who adopted the student prior to the student's first entry in the ninth grade.

(a) **PRESUMPTION OF RESIDENCE OF STUDENT, PARENT(S), SPOUSE.** The residence of a single, divorced or widowed student is presumed to be that of the parents of the student. The residence of a married student is presumed to be that of his or her spouse.

(b) **GUARDIAN OF PERSON.** If a student's parents are alive but a guardian of his or her person was appointed by appropriate authority and recorded in the county clerk's office more than one year ago, the residence of the student is presumed to be that of the guardian if the student has continuously resided with the guardian for a calendar year or more. If no legal guardianship has been taken out, three years' residence with and support of a contestant establishes guardianship within the meaning of this rule.

(c) **GUARDIAN.** If a student's parents are dead and a guardian of his or her person has been appointed by appropriate authority, the residence of the student is presumed to be that of the guardian.

(d) **RELATIVE; SUPPORTER.** If a student's parents are dead and a guardianship of his or her person has not been appointed, the residence of the student is presumed to be that of the grandparent, aunt, uncle, adult brother or sister or another person with whom the student is living and by whom the student is supported.

(e) **CUSTODIAL.** The residence of a student assigned by appropriate authority to a foster home or a home licensed by the state as a child care boarding facility or placed in a home by the Texas Youth Commission, is presumed to be at the home. If a student's parent(s) move the student to a foster home in another school district, the student is not eligible, but may apply for a waiver.

(f) **DIVORCED PARENTS.** The residence of a student whose parents are divorced is presumed to be that of either parent.

(g) **SEPARATED PARENTS.**

(1) If a student's parents separate (and are not divorced), and if one parent remains in the attendance zone where the student has been attending school, the student's residence is presumed to be that of the parent who did not move.

(2) If a student transfers to a new school with a separated (but not divorced) parent, the student is ineligible for one calendar year, but may apply for a waiver.

(h) **CRITERIA OF RESIDENCE.** The intent of this section is to ensure that unless circumstances fit one of the exceptions above, any relocation of residence is a complete and permanent move for the family. The residence shall be the domicile which is a fixed, permanent and principal home for legal purposes. The residence is not bona fide under UIL rules unless it complies with all of the following criteria.

(1) Does the student's parent, guardian or other person whose residence determines the student's residence own a house or condominium or rent a house, apartment or other living quarters in the school district and attendance zone? Parents must provide documentation to verify the purchase, lease or rental of a home located in the new attendance zone. A lease agreement or rental agreement should be for a reasonable duration.

(2) Do the student and the parent or guardian have their furniture and personal effects in the district and attendance zone? There should be no personal effects or furniture belonging to the family in the previous residence.

(3) Do the student and the parent or guardian receive their mail (other than office mail) in the district and attendance zone? The family should have submitted a change of mailing address to the Post Office.

(4) Are the parents or guardians registered to vote in the district and attendance zone? If either of the parents was registered to vote at the previous address, they should have applied for a new voter registration card at the new address.

(5) Do the parents or guardians regularly live in the district and attendance zone and intend to live there indefinitely? The new residence should accommodate the entire family.

(6) Do parents live in the district and attendance zone for the first calendar year? If the parents of a contestant move from the district or school zone before the student has been in attendance for one year, the student loses athletic eligibility in the school district from which the parents move and remains ineligible there for varsity athletics until a year is up.

See Official Interpretation #12, Appendix I.

SHARYLAND PAPF HOME VISITATION FORM



Student Athlete Name: _____ Grade: _____ ID# _____

Address Visited: _____ Date: _____ Time: _____

Visiting Coach: _____ Other School Personnel: _____

Signature of Visiting Coach

Signature of Other School Personnel

Sport: _____

Findings:

Individual(s) spoken to:

Relationship to Athlete:

Familiarize yourself with Section 442 (pages 43-44) in the UIL Constitution & Contest Rules.

Questions/Observations

1. Who resides at this residence?
 - A. Does the student live there?
 - B. Do all family members of the family live at the residence?
2. Do parents have another residence?
3. Do parents have personal effects in the residence? (I.e. furniture, clothing, pictures, etc.)
4. What verification that the parents have moved has been presented? (rent receipts, bill of sale, mail, electric bill, phone bill, voter registration card or driver's license)

Signature of Head Coach

Signature of Athletic Director

Signature of Principal

SECTION J



CRITERIA FOR LETTER JACKETS-AWARDS

Awards

Criteria for Earning a
Varsity Letter Jacket

Dates



Awards

- Letter awards for athletes will be given only at the High School level for Varsity competition.
- UIL requirements must be adhered to by all head coaches who letter participants.
- First time varsity awards will be in the form of a jacket. The color shall be in keeping with those of the school and the cost must not violate the regulations set forth by the UIL.
- All athletes may receive only one major award for their High School career.
- All subsequent awards must conform to the UIL guidelines.

Criteria for Earning a Varsity Letter Jacket

- Must complete season and school year at the varsity level following all school and athletic procedures and policies.
- Severe disciplinary action can forfeit letter.
- Special consideration will be given to injured players and seniors not receiving enough playing time.
- If at any time and athlete quits or is eliminated from athletics in or out of season, he/she gives up their rights to any honors or awards given by the school.
- Head coaches will give this information to the athletes and at the parent meeting before the season begins.
- Final lettering decisions are at the discretion of the head coach and athletic coordinator.
- All coordinators will establish dates for lettering at least two times during the school year.
- All freshman will be eligible to receive a letter jacket at the end of the first year so they will have it at the beginning of their second year.

DATES FOR LETTER JACKETS



October 6th

• PIONEER



October 7th

• SHARYLAND



January 12th

• PIONEER



January 13th

• SHARYLAND



April 6th

• PIONEER



April 7th

• SHARYLAND

SECTION K



PARENTS

Parent Meeting

Parent Conferences and
/ or Confrontations



Parent Meeting

Parents play a big role in their child's sport experience. Many have genuine concerns and interest, but some parents want and expect more for the child than is possible or realistic. As college tuition increases, so too, does parental pressure to have their children gain an athletic scholarship. This is one of several reasons that parents will spend thousands of dollars to send children to camps or clubs and then challenge administrators and coaches' over when an athlete does not play at a high performance level.

To address those issues, coaches should conduct a pre-season meeting for parents at which they share their philosophy and program goals. At these meetings, coaches should consider the following outline:

- The commitment to the program you expect both from the parent and from the athlete.
- School or school district athletic policies.
 - Commitment to team
 - Sportsmanship Goal
 - Skill Development
 - Teamwork
 - Values of sport participation
 - How the junior high program will differ from a high school program
 - An educational perspective on winning and losing
 - What are the primary goals at each level (Jr. High, Freshman, JV, Varsity)
 - Playing time
 - How teams will be formed
 - Will there be squad selections (cuts?) Who will make the selections and what criteria will be used?
 - Who to call when the parent has a problem?
 - When to make those calls or to approach a coach?
 - Expectation for the tone of the meeting and discussion topics
 - The SISD Extra-Curricular Code of Conduct
- The relationship between academics and athletes
 - School attendance and academics must always be the number one concern for the students, parents, and coaches
 - Performance in the classroom may directly affect playing time on the athletic field/court
- Define parent roles
 - Ensure that their son/daughter attends all practices and games
 - Monitor rest and nutrition
 - Monitor signs of fatigue and illness
 - Encourage your athlete to work hard and be a team player
 - Negative comments towards coaching staff does not enhance the performance of any team
- Identify the procedure for addressing concerns and issues and set parameters before talking with parents.
 - Never before or after an athletic contest other than to set a future meeting or conference



SHARYLAND ISD ATHLETIC DEPARTMENT



Dr. Maria M. Vidaurri
Superintendent

1106 North Shary Road
Mission, Texas 78572

Phone: 956-580-5300 Fax: 956-584-6485

Ron Adame
SHS Ath. Coordinator

Richard Thompson
Athletic Director

Thomas Lee
PHS Ath. Coordinator

Parent Conferences and / or Confrontations

- **Speak to them in a professional manner.**
- **Show sincere concern for their child.**
- **First, listen to what they have to say.**
- **Explain to them that you understand their concern.**

If this conference is an appropriate time and setting, then you can give them explanation. If you do not feel comfortable addressing the disuse at the time or the location is not conducive, then let the parent know that you would be more than willing to meet with them during your conference period the next day.

- **Confrontation Before or After a Game:**
 - **First of all, a parent conference before or after a game is not a good idea or an appropriate time. This is not a good time to discuss any concerns that a parent or guardian may have about their child (especially in front of others).**
 - **If the parent/guardian seems to be out of control or very frustrated before or after the game, simply explain to them that you would be more than willing to set up a meeting during your conference period the next day with the Head Coach and / or Athletic Coordinator or Director.**
- **Just remember that you are dealing with the Pride and Joy of the parents' lives- Their Children- They may say some hurtful things that are cutting- Try to always maintain control of your emotions and diffuse the situation as much as possible. In most cases you can do this by your choice of words, demeanor and body language. You may be 100% correct on your analyses of their child actions and abilities. But, how you explain it through your words and your body language makes all the difference in the world.**



SECTION L



SHARYLAND ATHLETIC FORMS AND INFORMATION, DOCUMENTS, AND POLICIES

SCHOOL SPONSORED TRIP/PARENT PERMISSION FORM

ATHLETIC RELEASE FORMS-PARENT AND NON-PARENT FORMS

SCHOOL BUS PASSES (SHS/PHS)

SHARYLAND EXPENSE REPORT

ATHLETIC THEFT RULES AND PROCEDURES

"NO CHILD LEFT BEHIND"

RECEIVING ATHLETIC INVOICES, EQUIPMENT, PACKING SLIPS

MEAL TICKET RECEIPTS

COACHING DISAGREEMENTS, CONDUCT, AND ARGUMENTS

COACHES CONDUCT, EXPECTATIONS, AND LANGUAGE

INIATIATIONS, BULLYING, HAZING,AND CYBER HARRASING OF ATHLETES

SECTION L



ATHLETES MAKING PROPER DECISIONS

PERSONAL USE OF SCHOOL EQUIPMENT

SOUTH TEXAS ISD STUDENT ATHLETIC PARTICIPATION

SHARYLAND ISD WEBSITES AND LINKS

UIL DIETARY AND WEIGHT GAIN SUPPLEMENTS

SPORTSMANSHIP AT SISD

DRUG TESTING POLICY

DISCIPLINED PROGRAM

PRACTICES SCRIPTED

DOCUMENTS TO COORDINATOR

GAME OFFICIALS PAYMENTS FORM

- Sharyland and BL Gray
- Pioneer and North

Sharyland ISD Coaches Bus Travel Requirements

**Dear Parents:**

A school-sponsored trip is being planned and we are setting out below the details of such trip. It is felt that your son/daughter will benefit through this educational experience and every precaution will be taken to insure the safety of all students involved in this activity. We are requesting your consent below for your child's participation and we are also requesting you to authorize the sponsor(s) of this trip to secure emergency medical attention, on your behalf, for your child if it is thought to be necessary during such trip, and to release the school district and those in charge from responsibility from accidents.

Date of Trip: _____

Depart: _____ O'clock _____ On _____ From _____

Return _____ O'clock _____ On _____

Purpose: _____

Destination: _____

Transportation: _____

Sponsor(s): _____

Remarks: _____

Signature of Principal/Athletic Director and or Coach/Sponsor

CONSENT

My son/daughter, _____
has the permission of the undersigned to participate in the above trip. We further authorize the sponsor(s) of such trip to obtain emergency medical attention, in our behalf, for the above-named child in such sponsor's sole judgment such medical attention is deemed necessary. It is further agreed that Sharyland Independent School District, its Trustees, Employees, and Agents are hereby released from any liability for any damages which our child or which we might sustain resulting from the above activity.

Student's Signature

Grade

Date

Telephone Number

Parent's or Guardian's Signature

***Everyone is expected to return as a group. If you wish to pick up your son/daughter after the event, please attach a note to this form. If athlete is riding with someone other than their parents you must submit a notarized request stating such arrangements for prior approval from the Athletic Director.**



Travel Release Forms (On All Away Games, Meets or Tournaments):

- **Travel with the team/Return with the team – “The Norm”**
- **Sharyland Parent/Guardian Athletic Release Form** – In order for athletes to be released to parents/guardians, the coach must give the parent a copy of the “Sharyland Parent/Guardian Athletic Release Form” so they can fill it out and return it back to the coach. Athletes can only be released to their parents/guardians, unless prior arrangements have been approved by the Athletic Director/Coordinators (or Jr. High Principal).
- **Non-Parent/Guardian Notarized Athletic Release Form** – Athletes can only be released to their parents/guardians unless prior arrangements have been approved by the Athletic Director/Coordinators (for Jr. High the Jr. High Principal). The parent/guardians need to go by the school’s athletic office and complete the Non-Parent/Guardian Notarized Athletic Release Form. This form must be notarized by a Notary Public Seal. Brothers, sisters, aunts, uncles, cousins, and friends (unless they are the Legal Guardian) are not allowed to pick up athletes at away athletic events unless this form has been notarized and signed by the Athletic Director/Coordinator (or Jr. High Principal).

Make Sure You Know Who Is On Your Bus:

- **The coach should know who is on the bus. Roll Call should be given every time you enter the bus to make sure everyone is accounted for. You need to make sure there are no unidentified individuals on the bus. If you see someone who should not be on the bus, then you need to tell them to exit the bus immediately.**



NON-PARENT/GUARDIAN NOTARIZED ATHLETIC RELEASE FORM

I _____ hereby authorize
_____ (athlete)

to leave with _____ from the _____
game , tournament, meet and / or school-sponsored trip.

I further agree that Sharyland ISD, its Trustees, Employees, and Agents are hereby released from
any liability while my son/daughter is under supervision of the above named person.

Parent / Guardian Signature

Notary Info

Before me, a notary public, on this _____, day of _____, 20____, personally appeared
_____, known to me to be the person
whose name is subscribed to the foregoing document and, being by me first duly sworn,
declared that the statements therein contained are true and correct.

Notary Public



SHARYLAND PARENT/GUARDIAN

ATHLETIC RELEASE FORM

My son/daughter _____, will be leaving with (his/her) (parent/guardian) from the _____ game, tournament, or meet. I understand that neither Sharyland I.S.D. nor its employees will be held responsible/liable while my (son/daughter) is under my care.

Game site: _____ Date: _____

Circle One: Varsity JV Soph. 9th Red 9th White

Parent/Guardian Signature:

Print: _____

Signature: _____

SHARYLAND PARENT/GUARDIAN

ATHLETIC RELEASE FORM

My son/daughter _____, will be leaving with (his/her) (parent/guardian) from the game, tournament, or meet. I understand that neither Sharyland I.S.D. nor its employees will be held responsible/liable while my (son/daughter) is under my care.

Game site: _____ Date: _____

Circle One: Varsity JV Soph. 9th Red 9th White

Parent/Guardian Signature:

Print: _____

Signature: _____

SHARYLAND ATHLETICS DEPARTMENT
BUS PASS

'20



'21

BL GRAY JUNIOR HIGH

NAME _____

ID# _____

SHARYLAND ATHLETICS DEPARTMENT
BUS PASS

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BL GRAY JUNIOR HIGH

NAME _____

ID# _____

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NORTH JUNIOR HIGH

NAME _____

ID# _____

SHARYLAND INDEPENDENT SCHOOL DISTRICT

Student Meal Advances



Date	Check#	Payee	Reason	Amount
			Student meals	
ALL RECEIPTS MUST ACCOMPANY THIS FORM AND BE TURNED IN TO THE BUSINESS OFFICE UPON RETURN OF EVENT			Total:	\$
			Less: Receipts (detailed below)	
			Less: Deposits (return monies)	\$
			Variance Amount	\$
Variance Explanation:				

Attach receipts to the back of the form.

Date	Payee	
Total receipts		\$



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RonAdame
SHS Ath. Coordinator

Richard Thompson
Athletic Director

Thomas Lee
PHS Ath. Coordinator

Sharyland ISD Athletic Theft Rules and Procedures **Athletic Dressing/Locker Rooms, Coaches Offices, and Buildings**

Theft Procedures for coaches to follow in All Sports:

➤ **Athletes Lockers Locked Down:**

- It is the responsibility for all athletes to lock their lockers. This needs to be stressed to our athletes at all times.

➤ **Stay Back Coach:**

- It is the responsibility of the "Stay Back Coach" to make sure that the athletes have secured their belongings and locked their lockers.
- If any lockers are left open the coach needs to shut and lock them down.
- Coaches should write down the number of the locker (s) that was left open. You may give a reasonable consequence to the athlete for not locking their locker. This will help remind the athlete to lock their locker every time they leave it.
- The "Stay Back Coach" is responsible to lock the athletic dressing room doors when all athletes are out.
- The "Stay Back Coach" is also responsible to lock the Coaches Office/Dressing Room Door as well.
- Other Athletic Facility Doors – Some of our athletic facilities have additional doors that should be locked (example; All-Purpose Room at New Field House/All-Equipment Room Doors, etc.). Please make sure these facilities are secure and locked.
- After the above lock down procedures have been followed this will assure that the facility has been secured as much as possible.

➤ **Develop a System for your Sport:** Develop a system that works for your sport and your athletic facilities. I realize that all facilities are not the same. All the above procedures should be included in your system.

I realize that most of you have some sort of system in place. I also realize that you have told your student athletes over and over, time after time, to lock their lockers and some still do not follow these directions. But, the time has come when we must be much more proactive concerning security. This is not only for theft purposes but for the safety of our student athletes as well. Unfortunately, there are many who will steal and not think one thing about it. This includes some of our own student athletes. But, when there are Adults who come on to our campus and enter our school athletic facilities, this puts it in to a whole other category.



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Sharyland ISD Athletics

“No Child Left Behind or Alone” and “Travel Release Forms” Practices, Games, Meets, Tournaments, Etc. (Home or Away)

Never Leave Athletes Alone after Practices, Games, Meets, Tournaments after Home or Away Games:

- **High School and Jr. High – One coach should always stay behind until the last athlete has been picked up from a practice, game, meet or tournament. There are no excuses concerning this rule. Each sport shall have a designated waiting area for their athletes. The athletes should always be within close proximity and a watchful eye of the coach.**
- **You need to make sure that you have addressed this issue with all of your athletes who remain behind after practices or athletic contest. One coach needs to always be there to make sure that all athletes follow protocol.**
- **Jr. High's – If parents do not pick-up their child up before the afterschool athletic bus arrives then they can ride the bus home. Make sure that all parents have been told of this procedure. If for some reason an athlete is left behind, a coach is required to stay behind until that child has been picked up.**
- **If there is a pattern of parents or guardians not picking their child up in a timely manner then you may need to call them. You can simply ask them if there is an issue that you are unaware of concerning them being able to pick their child up at a certain time. It can usually be worked out with proper communication.**



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Receiving of Athletic Equipment **Packing Slips/Invoice Procedures**

Procedures for submitting payment of PO's:

- **Check all Equipment when received:**
- **After checking all equipment received you need to turn packing slips, receiving report or any other documentation that verifies the order has been partially completed or completed.**
- **On your P.O. (that you received when ordering) please highlight the items that have been received. Turn this in to the High School Athletic Coordinators Secretary. For Sharyland High School and B.L. Gray Jr. High it is Carmen De La Garza and for Pioneer High School and Sharyland North Jr. High it is Maria Elena Munguia.**
- **It is crucial that coaches follow these procedures so that each of the orders is paid on a timely basis. Coaches need to keep in touch with the vendors that you are receiving equipment. This maintains communication and hopefully a smooth transition when receiving equipment.**
- **When an order has been completed we must receive an invoice from the company in order for them to receive payment. This is an area where coaches can remind a vendor to please send an invoice when order is completed.**



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Meal Ticket Receipts

- Each Meal Ticket should have the name of the sport, the level of team, and the coaches' signature on the receipt. These receipts need to be taken to the High School Athletic Secretaries the following morning. Send High School Meal Tickets to Carmen De La Garza for SHS and Maria Elena Munguia for PHS the following morning.
- Jr. High Meal Tickets need to be turned in to the Jr. High Coordinators the following morning. Jr. High Coordinators will send receipts through In-School Mail or Drop Off at SHS Athletic Office for B.L. Gray and PHS Athletic Office for Sharyland North Jr. High.
- \$7.00 Meals for Season Athletic Events (Border Rule in effect) – \$8.00 for Play-Offs, Regional & State Meets and Tournaments.

Game Officials, Overnight Travel Request, Fundraising Documentation and Athletic Donation Forms

- All Game Official Documents, Overnight Travel Request, SISD Fundraising Documents (Athletic Fundraising for Jr. High sent to Jr. High Principal) and Athletic Donation Forms need to be sent to the SHS and PHS Athletic Coordinators Secretaries first. They will then forward them to the SISD Athletic Office.



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Coaching Disagreements/Arguments/Conduct

- Coaches are expected to conduct themselves professionally with their colleagues at all times.
- There may be times when coaches simply disagree with each other. In this case, meetings should always be addressed behind closed doors.
- Never in front of kids.
- Coaches are expected to always conduct themselves professionally, being under control and maintaining their composure. If this is a heated moment then it is always better wait until each party has time to calm down and think before addressing the situation.
- There may need to be a 3rd party involved in the meeting depending on the situation. This could be and Athletic Administrator, School Administrator, Head Coach, etc.
- No matter if coaches continue to disagree they are expected to communicate (concerning their job) and conduct themselves in a professionally at all times.



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Coaches Conduct, Expectations and Language

- You **"The Coach"** are the most importance role model that our athletes have each day. They watch what you do and how you act. They watch how you treat other athletes compared to them.
- Athletes hunger to **hear their coach say something positive to them.**
- They may not respond to you when you praise them for something, they've done well, but **it does make them feel special.**
- There is **not one athlete** that you have that you can't say something positive too each day.
- If you make a point to say something positive too each of your athletes', it will make a difference. It will make a difference in how hard they work for you, it can make a difference in how they see you, how they perceive you but most importantly it will make a **positive difference in you, "their coach".**
- **Foul Language** – It is unacceptable! The Athletic Administration or School Administration will not defend any coach that uses foul language around their student athletes in any situation or at any time.
- **"Negative Sarcasm Coaching"** never motivates any athlete. It only begins to destroy their self-confidence. It hurts! No coach has the right to do this to any athlete. **"Negative Sarcasm"** has no place in coaching.
- Coaches' have to correct athletes from negative or bad behavior or conduct during practices, games, weight room, traveling, etc. This may involve raising your voice to make a point. When you do this just remember your demeanor, body language and words make all of the difference. **These should be "Teachable Moments" not "Anger Moments".** These moments should not be filled with anger and words that demean the athlete. If a coach is filled with anger during that moment it is better to wait and address the situation after practice, game or the next day. Give yourself some time to think about what you need to address to the athlete.
- Athletes must have the desire to play for you **"Their Coach"** in order for them to **reach their fullest potential.**
Coach your athletes the way you would want another coach to



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Initiations, Bullying, Hazing, and Cyber Harrassment of Athletes

- All of the above behavior is against the Law and will not be tolerated.
- The coach needs to go over the school policy (located in student handbook) with all of your athletes.
- Hazing, Bullying, Harassment and Hazing can occur anywhere.
- It can occur on out of town trips, at home on school grounds, in locker rooms, in hallways, transporting student on buses, suburban's, rental vans, etc.
- All coaches need to be very aware of these behaviors.
- Coaches need to address these behaviors as soon as they see an incident or have been told about an incident with one of their athletes.
- It is always good practice to notify an administrator as soon as you have been made aware of this type of behavior.



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Athletes – Making Proper Choices, Decisions and Respect for Others:

- The most important issue that coaches must deal with is trying to teach our athletes to make proper choices, decisions and treating others with respect. If all we do as a coach is teach X's and O's, proper technique and fundamentals, skills, and the rules of the game then we have not totally succeeded as a coach.
- Our Athletes need to know that their coach is concerned about what they do outside the school day.
- They need to know that you are concerned about the choices they are making concerning alcohol, drugs, etc.
- Our male athletes need to know the importance of treating young ladies with respect. It is the right thing to do in every situation. They need to hear this from their coaches.
- All Athletes need to know that they need to treat and show respect to their parents and teachers. Many of them speak to their parent very disrespectfully.
- They need to understand that you care about each one of them, not just that gifted athletes.
- Every Coach needs to speak to their group of athletes at least once a week concerning these issues. This is not just a onetime meeting with your athletes. It can and should be at least a weekly point to make with all of them.



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Personal Use of School Equipment

- **No School Employee** is allowed to use school equipment for personal usage.
- **Example:** mowers, generators, weed eaters, etc. It does not matter if it was paid for by the district general budget, athletic budget, activity funds, or equipment donated to the school by an outside entity.
- **You can't go mow your lawn with the school mower.**
- **All equipment is considered property of Sharyland ISD.**



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South Texas ISD Student Athlete Participation

- **Students who attend South Texas ISD and live in the SHS or PHS Attendance Zones could possibly return to their Home Attendance Zone School and participate in Athletics.**
- **South Texas ISD also have feeder Middle Schools as well. They are called South Texas Preparatory Academy.**
- **A meeting must be set-up with the Athletic Director/Coordinator or the Jr. High Principal/Jr. High Athletic Coordinator along with the parent and student athlete.**
- **Sharyland ISD Policy and Expectations will be explained at this meeting. An Agreement Document will be given to the parents and student athlete to sign. This document states that they will abide by all Sharyland ISD Policy as well as the Rules and Expectations of the Sharyland Athletic Department.**
- **The South Texas ISD Agreement Document must be signed by the Athletic Director or Coordinator and Coach at the High School. At the Jr. High the Principal, Athletic Director or Coordinator and Coach must sign the document before the student is allowed to participate. Home Site must be verified. At the High School Level, a PAPF may or may not be necessary.**



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Sharyland ISD Athletic Websites and Links:

- **Reminder to Update and Improve Websites**
- **Websites need be Customer Friendly**
- **Overall Information concerning your Sport, Coaches Information, School Emails, etc.**
- **Weekly Updates in your sport. Changes in Game Schedules, Dates, Times, etc.**
- **Give Pertinent Information concerning your Sport**
- **Keep it Updated! Assign a coach for this duty!**

Each High School and Jr. High has their own website. There is an athletic link on each schools website. Sergio Esquivel is the SISD District Web Master. You can send him schedules, pictures, articles, etc. He can input them your school's athletic website link. You just need to email him, sent him the information and explain exactly what you want.



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Dietary or Weight Gain Supplements

- Our Stance at Sharyland I.S.D. is this **“we do not condone or discourage Dietary Supplements”** This is strictly left up to the parent, their child, and their physician. This is basically the UIL Policy concerning supplements.
- **We will not encourage supplements.** There are good and bad supplements on the market but we are not knowledgeable enough to know whether the supplement contains contaminated ingredients or not.
- The athletes must understand that dietary **supplements are not considered to be a food or drug**, therefore the contents and purity of these products is not tested closely or regulated by the food and Drug Administration (FDA).
- The UIL and TEA want to make students, parents, coaches and school administrators aware that dietary supplements can contain, or be contaminated with, steroid-like chemicals that can cause a “positive” test result.
- A positive result on a steroid test will result in a loss of eligibility for a minimum of 30 school days plus be re-tested again before being allowed to participate. If a 2nd positive test results, the athlete will be suspended from participation for one calendar year. If there is a third positive test result, the athlete will be banned from all UIL participation for the remainder of their high school career.
- Athletes must be aware that they are responsible for everything they eat, drink, and put in their bodies. Ignorance/or lack of intent are not acceptable excuses for a positive steroid test result.





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Sportsmanship in Athletics at Sharyland ISD (is Paramount)

- When a Sharyland ISD Student Athlete steps on the field, court, course or track they need to understand that expectations are high when it comes to conducting themselves with proper sportsmanship.
- There are times when athletes will become heated during an athletic contest. But, they should remain under control and hold their composure.
- This should be taught during your team meetings, during practice or whenever you have the opportunity. Our athletes need to know and understand what is expected. They need to hear it from their coach what is expected.
- If you see a student athlete that has an attitude with an opposing player, an official, or one of their teammates you need to pull them out of the contest and address the situation or just sit them on the bench to cool off and think about their actions.
- There is nothing more embarrassing than to see your own athlete lose it in front of spectators, especially our own.
- Our athletes represent Sharyland ISD, the Sharyland Athletic Department, you as their Coach and your program, and most of all their Parents and Family (the name they carry).
- Please make sure that each of our athletes understand the importance of Sportsmanship.





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Sharyland ISD Drug Testing of Extracurricular Students

- **Drug Testing Cheat Sheet**
- **Drug Testing Parent Consent Form – Signed by Parent and Student**
- **Drug Testing Acknowledgement Form – Signed by Parent and Student**
- **The School Offices are handling these Documents and Procedures**





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Disciplined Athletic Sport Program

- A disciplined program begins in the locker room and works its way out. Lockers and Locker Rooms should be kept clean. Your Athletes need to be responsible for their locker rooms.
- If you are going to have a rule, follow it. Examples, if you expect them to be on time for practice or game then follow the rule. If the athlete is late then there should be some sort of consequence that is within reason. If there is no consequence then don't have the rule.
- Athletes need to know your expectations and your team rules. They should be expected to follow them. I am not saying that everything needs to be etched in stone. You do not want to back yourself into a corner with so many rules.
- When you set-up your rules you should not have a long list that are never followed. Five main rules are plenty.
- Practices should be scripted and organized. Proper Fundamentals, Skills, Techniques, Knowledge of the Game, Game Preparation, and Game Day procedures should be taught. All coaches should know the Practice and Game Day Plan. At this point you need to coach'em up.





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Practices Scripted and Organized

- If the Athletic Director, High School Athletic Coordinator or Jr. High Coordinator attends one of your practices and asked you for your practice schedule every head or Assistant Coach should be able to produce this document.
- Practices should always be organized:
- Coaches should know exactly what their objectives are for the practice:
- Student Athletes should be on task- Paying attention, Watching, Listening and Performing:
- Practices should be no different than your classroom. You have lesson plans that you must produce each week, by month, by semester and by term. Your Athletic practice should be based very similar.
- Every coach should have a season objective or goal on what you want your team to accomplish, your practice schedules should correspond to meet your short and long term objectives and goals.





SHARYLAND ISD ATHLETIC DEPARTMENT



Dr. Maria M. Vidaurri
Superintendent

1106 North Shary Road
Mission, Texas 78572

Phone: 956-580-5300 Fax: 956-584-6485

Ron Adame
SHS Ath. Coordinator

Richard Thompson
Athletic Director

Thomas Lee
PHS Ath. Coordinator

Documents to be turned into the Athletic Director/Coordinators Office

- **All Official Team Schedules should be sent** to Athletic Campus Office, SISD Athletic Office, and Principal's Office.
- **High School UIL Eligibility Forms (Team and Individual Sports) for Varsity Only- Completed before 1st Athletic Contest- Sent to DEC and kept on file in each Campus Athletic Office.**
- **Jr. High – UIL Eligibility List- Sent to DEC and kept on file** with Jr. High Coordinators and Jr. High Principal's.
- **Inventory of Sport Equipment: Turn in High School Coordinator's Office at the end of your season.** Jr. High will turn in to Jr. High Coordinators at the end of the season.
- **Team Results and Records: Need to be turned in to the Athletic Coordinators Office or Jr. High Coordinators** at the 69-85 end of your season.



SISD Athletic Department
2019-2020 Season
Request for Payment/Contracted Services
Sharyland High School or B.L. Gray JHS Campus

****Please complete form legibly; illegible or incomplete form will delay payment.****

Name: _____

(Print name as shown on Social Security Card, ***NO NICKNAMES***)

SISD Employee: ☐ YES ☐ NO

☐ Professional ☐ Paraprofessional

Current Student ☐ YES ☐ NO

Former Student ☐ YES ☐ NO

Street Address: _____

City/State/Zip: _____

SS#: _____

Phone: (H) _____ / (C) _____

Sport: (check one)

☐ Football ☐ Basketball ☐ Volleyball ☐ Baseball ☐ Softball ☐ Wrestling ☐ Powerlifting ☐ Swimming

☐ Track

Team: (check all that apply)

☐ Dark/Red ☐ Light/White ☐ Girls ☐ Boys ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ JV ☐ V

Contracted Services: (check one)

☐ Game Official ☐ Chain Crew ☐ Ticket Sales ☐ Ticket Collector ☐ Clock Operator ☐ Scorebook/Music

☐ Announcer ☐ Gate ☐ Door ☐ Video Taping ☐ Pitch Count ☐ Other

Event:

Date	Home Team	Visitor Team	# of Games	Office Use Only
				Fee:
				Fee:
				Fee:

Signature: _____

****W-9 must be completed at the beginning of each season and/or any changes. Any discrepancies in name or Social Security Number WILL delay payment.**

Coaches Signature: _____

For office use only:

Account code: _____

Total Amt. Due: _____

Athletic Coordinator/Athletic Director Signature: _____ Date: _____

Payroll use only:

Effective P/R _____ ☐ Denied Returned: _____

Reason: _____

SISD Athletic Department
2019-2020 Season
Request for Payment/Contracted Services
Pioneer High School or Shary North JHS Campus

****Please complete form legibly; illegible or incomplete form will delay payment.****

Name: _____

(Print name as shown on Social Security Card, ***NO NICKNAMES***)

SISD Employee: ☐ YES ☐ NO

☐ Professional ☐ Paraprofessional

Current Student ☐ YES ☐ NO

Former Student ☐ YES ☐ NO

Street Address: _____

City/State/Zip: _____

SS#: _____

Phone: (H) _____ / (C) _____

Sport: (check one)

☐ Football ☐ Basketball ☐ Volleyball ☐ Baseball ☐ Softball ☐ Wrestling ☐ Powerlifting

☐ Swimming ☐ Track

Team: (check all that apply)

☐ Dark/Red ☐ Light/White ☐ Girls ☐ Boys ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ JV ☐ V

Contracted Services: (check one)

☐ Game Official ☐ Chain Crew ☐ Ticket Sales ☐ Ticket Collector ☐ Clock Operator ☐ Scorebook/Music

☐ Announcer ☐ Gate ☐ Door ☐ Video Taping ☐ Pitch Count ☐ Other

Event:

Date	Home Team	Visitor Team	# of Games	Office Use Only
				Fee:
				Fee:
				Fee:

Signature: _____

****W-9 must be completed at the beginning of each season and/or any changes. Any discrepancies in name or Social Security Number WILL delay payment.**

Coaches Signature: _____

For office use only:

Account code: _____

Total Amt. Due: _____

Athletic Coordinator/Athletic Director Signature: _____ Date: _____

Payroll use only:

Effective P/R _____ ☐ Denied Returned: _____

Reason: _____



SHARYLAND ISD ATHLETIC DEPARTMENT



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Athletic Director

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Sharyland ISD Coaches Bus Travel Requirements As of March 1st, 2019

We must be proactive from this point on when traveling by bus. This includes whenever we travel on charter buses in the future.

- **1 Coach on the Bus** – If there is only one coach (on a bus) then you can sit in the middle of the bus and have your head on a swivel looking toward the back as well as toward the front or you can sit in the back of the bus facing forward.
- **2 Coaches on the Bus** – One coach will ride in the back of the bus at all times facing forward. One can ride in the middle of the bus or the front of the bus but should have their head on a swivel.
- **3 Coaches or Multiple Coaches** – If there are 3 or more coaches on a bus there needs to be one sitting in the back of the bus, one sitting in the middle of the bus and one sitting in the front of the bus.
- **Traveling with both Genders** – When traveling with female and male athletes. The genders need to be separated. One group sitting towards the front and one group towards the back. The same guidelines above would apply. It is the coaches' decision on which gender rides in the back or front.
- **Coaches** – All of you know who you have on your teams. You know your athletes better than anyone. You know the athletes who have a tendency to not make the best of choices and you know the ones who have a tendency to misbehave or are a little mischievous. Sit in the area where a coach can monitor the best.

This may sound trivial to some of you but it is our responsibility to make sure that our athletes' safety comes first. You may say that these type of issues have never occurred with your teams or when you are on the bus. Well, it can happen to you or anyone, especially if you are not paying close attention throughout the duration of the trip. After a game, meet or tournament coaches are tired and worn out just like their players. It is normal for a coach to get on the bus after a competition and tell their players to sit down, relax and keep the noise down on the trip back. We as coaches want to do the same thing (sit down, face forward and relax). This is all very understandable! But, these are the times when issues can occur, if not properly monitored.

The Athletic Coordinators and I know that each of you do your due diligence concerning the safety and the wellbeing of all of your athletes. This is not our concern. We know you do! But, with coaches located in certain areas of the bus, it will no doubt, be a deterrent for the few athletes that sometimes cause behavioral issues. This type of behavior will and can be avoided.

Thank you for all of your help concerning this issue.

Richard Thompson
Athletic Director
Sharyland ISD

SECTION M



SPORTS MANUALS

31-5A DISTRICT PLAN

- Secretary will provide a copy of your individual sport

DISTRICT 31-5A GENERAL RULES

- Secretary will provide a copy of the general rules

SECTION N



EXTRA FORMS AND LINKS

HANDBOOK DOCUMENTS FOLDER LINK

DEPOSIT FORM

- BLANK DEPOSIT PDF

RGV TOURNEY FEES 2019-20

TEAM BOOKS

TRAVEL REQUEST FORM

MASCOT MEDIA

- PIONEER
- SHARYLAND

FUNDRAISER APPLICATION LINK

PRACTICE PLAN

TASO ASSIGNERS

[illegible]

Rio Grande Valley Tournament Entry Fees

2019-2020

Cross Country:

\$50.00 per team (Varsity/JV/9th)/ \$10.00 per individual if no full team

- ★ No Charge for Middle School Cross Country Meets

Track:

\$150.00 per Boys Varsity Team Invitational Meets

\$150.00 per Girls Varsity Team Invitational Meets

\$10.00 per individual for teams 5 or less

- ★ No Charge for Middle School, Freshmen or JV Teams
 - 3A Schools will be allowed to charge for sub-varsity meets

Powerlifting/Wrestling:

\$300.00 per Varsity Team Invitational Meets

\$20.00 per individual teams 5 and less

Volleyball/Basketball/Soccer/Softball/Baseball:

Varsity: \$300.00 per team

Jr. Varsity: \$200.00 per team

10th: \$200.00 per team

9th: \$200.00 per team

Middle School: No Charge

- ★ 3A schools will be allowed to charge for middle school meets

Ticket Prices:

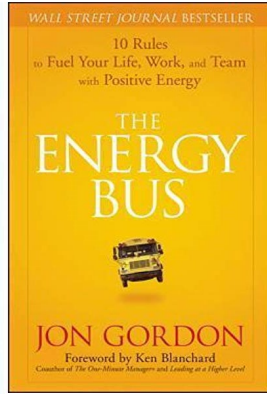
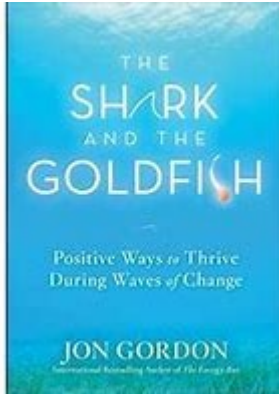
Football Ticket Prices District (30-31-32) 4A, 5A and 6A Decision:

- Varsity Reserved: \$7.00/\$8.00 (Or as DEC approved)
- General Admission: \$6.00
- Student: \$3.00

All other sports: Volleyball/Basketball/Soccer/Softball/Baseball/Wrestling/Etc.

- High School:
 - General Admission: \$3.00
 - Student: \$2.00
- Middle School:
 - General Admission: \$2.00
 - Student: \$1.00

TEAM BOOKS



SHARYLAND INDEPENDENT SCHOOL DISTRICT TRAVEL REQUEST FORM


☐ EMPLOYEE

☐ EMPLOYEE & STUDENT

Name: _____ Campus/Dept. _____

*If request is for student group travel or meal expense,
a list of student names and a breakdown of expenses must be provided.*

Departure from SISD: Date/Time: _____ @ _____ Return to SISD: Date/Time: _____ @ _____

Purpose of trip: _____

Destination: _____

Accompanied by: _____

Rooming With: _____

Estimated Costs:

Req. No.:		Registration Fee:		Req. No.:		Fare (air, bus, rail):	
Req. No.:		Rental Vehicle Charges:		Req. No.:		Private vehicle x IRS Mileage Rate:	
Req. No.:		Lodging:		Other expenses (list details & attach expenses):			
EMPLOYEES				STUDENT			
Staff Meals Allowance Breakfast: \$7.00 Lunch: \$13.00 Dinner: \$20.00				Student Meals Allowance \$7.00 per meal district level \$8.00 per meal regional/state level			
Breakfast	\$	X	=	Breakfast	\$	X	=
Lunch	\$	X	=	Lunch	\$	X	=
Dinner	\$	X	=	Dinner	\$	X	=
Req. No:				Req. No.			
Total				Total			
<p>Breakfast will be reimbursed if leaving prior to 6:00 a.m.</p> <p>Lunch will be reimbursed if leaving before 11:00 a.m.</p> <p>Dinner will be reimbursed if leaving before 4:00 p.m.</p> <p>Employee Only: I certify that the above expenses are true and correct and any advance greater than the expense incurred will be returned to the District.</p> <p style="text-align: right;">Estimated total expenses:</p>							

Employee Date

Principal / Supervisor Date Approved ☐ Not Approved ☐

If paid with Federal Funds, must have approval of Federal Programs Director: _____

***All back up must be attached or request will be returned.**

SISD PRACTICE PLAN

DATE /

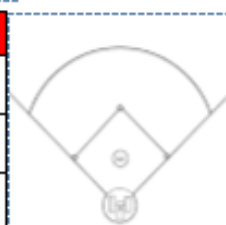
QUOTE OF THE WEEK

"Life is 10% what happens to you and 90% how you react to it. ..."

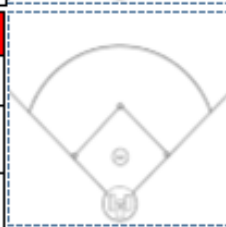


OBJECTIVE Hit

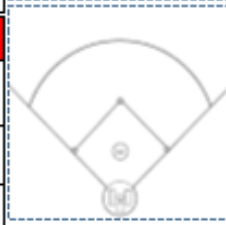
TIME	ACTIVITY/DRILL	DETAILS
Class	JV Straight out	
	Varsity—scouting report and bunt stations	



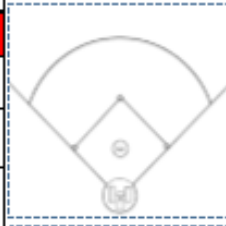
TIME	ACTIVITY/DRILL	DETAILS
Class		



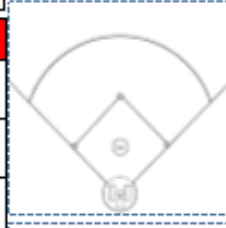
TIME	ACTIVITY/DRILL	DETAILS
AS	Warm Up Long Toss	



TIME	ACTIVITY/DRILL	DETAILS
AS	Bunt D / Pick Offs Rundowns / 1st and 3rd	
	INF—Cross Infield	Corner
	OF—Flyballs	CF and LF



TIME	ACTIVITY/DRILL	DETAILS
AS	Regular BP	See List



LINKS	
Warm Up	https://youtu.be/-WomBkIThhU

**NOTES****FIELD SET UP**

Managers—

Rio Grande Valley TASO Chapter Presidents and Assigning Secretaries.

Football – Rio Grande Valley Football TASO Chapter – RefTown Assigning Software:

Ø President – Agapito Vargas – 956-460-6364

Ø Assigning Secretary – Alex Montemayor – 956-827-7793 – rgvfbsec@gmail.com

Volleyball – Tip Of Texas Volleyball TASO Chapter – RefTown Assigning Software:

Ø President – Mario Reyna – 956-342-0547

Ø Assigning Secretary – Juan Quiroz – 956-792-7924 – juanquiroz@me.com

Softball – Rio Grande Valley Softball TASO Chapter – RefTown Assigning Software:

Ø President – Adrian Ramirez – 956-369-8475

Ø Assigning Secretary – Jim Gibson – 956-428-1751 – gagjegib3@yahoo.com

Baseball – Rio Grande Valley Baseball TASO Chapter – No Assigning Software:

Ø President – Javier Cantu – 956-821-1739

Ø Assigning Secretary – For Varsity Teams – Daniel Guzman – 956-551-0486 – [dannyguzman65-@yahoo.com](mailto:dannyguzman65@yahoo.com)

Ø Assigning Secretary – For Sub-Varsity/Jr. High (for Sharyland ISD) – Mario Caballero – 956-279-9884

Basketball – Rio Grande Valley Basketball TASO Chapter – This Chapter was with Arbiter:

Ø President – Robert Torres – 956-457-0054

Ø Assigning Secretary – Freddy Martinez – 956-346-0700 – martinez3650@aol.com

Soccer – McAllen Soccer – TASO Chapter – This Chapter was with Arbiter:

Ø President – Ruperto Segura – 956-562-0622

Ø Assigning Secretary – Cornelio Cruz – 956-240-2306 – ccornelio32@yahoo.com