

**DISTRICT 5-AAAA
HANDBOOK
2019-2020**

**BOYS' AND GIRLS'
ATHLETIC INFORMATION**

**BELEN
*EAGLES***

**GRANTS HIGH SCHOOL
*PIRATES***

**LOS LUNAS HIGH SCHOOL
TIGERS**

**ST. PIUS
*SARTANS***

**VALENCIA HIGH SCHOOL
*JAGUARS***

PREFACE

This handbook is the official publication of District 5-AAAA in conjunction with the New Mexico Activities Association. It is designed to assist administrators, coaches, and participants with the operation of this district for both Boys' and Girls' Athletics.

Schools are urged to make this handbook available to those responsible for conducting the various athletic programs sponsored by this district who, in turn, should review all rules and regulations of the district and NMAA with the student athletes.

The schools of District 5-AAAA must always strive to improve sportsmanship, teach character and citizenship, maintain high academic standards, and provide a safe, fair, an equitable opportunity for participation and competition.

DUTIES AND RESPONSIBILITIES OF DISTRICT CHAIRPERSON

1. To understand and practice the interscholastic objective.
2. To contribute to the improvement and updating of the total athletic program for the entire state.
3. To constantly be aware of and responsive to the needs and desires of every school in our district.
4. To survey the district schools, obtaining agenda items for the fall and spring meetings.
5. To familiarize yourself with the Sportsmanship Manual and conduct the nomination process at the appropriate time.
6. To possess an understanding of the NMAA Handbook and be willing to promote/implement all activities as necessary.
7. To be ultimately responsible for any District/Regional Event/Tournament or Playoff involving any District 5-AAAA School.
8. To respond to the NMAA office on reports, financial statements, investigations and general information needed by that office.
9. To assign a Recording Secretary to take accurate notes and minutes at District Meetings to be typed and distributed to member schools and the NMAA.
10. To see that the District Handbook is updated yearly and on file in the NMAA office.
11. District Chair will order, buy and distribute all District Team Trophies, All-District Certificates and any individual medals for individuals.

12. To see that the District Championship Host School names and identifies a Tournament/Meet Director, for each District Tournament, to make sure it is organized and run properly.
13. Conduct referenda for any handbook changes - (See item I. C page 5)
14. Stipend for District Chair (AD) Pay .25 per mile for travel. \$1500.00 will be paid for District Chair (AD) - \$1500.00 for District Secretary.
15. Every two years there will be a nomination and vote for the District Chair Position. The current Chair may be nominated again.
16. The District Chair will submit a financial statement to each member school at the first District meeting of each new school year.
17. District 5-AAAAA schools will set the district schedules for each school year.

GENERAL INFORMATION

I. MEETINGS

- A. The District will hold three mandatory meetings per year. Fall – Winter – Spring
- B. Other meetings may be called by the chairperson or by the majority of the district schools.
- C. The Athletic Director will attend all district 5-AAAA meetings.
- D. Major changes to the District Handbook will be discussed during District Meetings and voted on. Minor changes may be made at regular meetings. Emergency changes may be emailed or faxed on referendum at the chairperson's discretion. Ballots are to be returned by the posted date identified by the chairperson.

II FINANCE

- A. Each school will be assessed \$1000.00. Thereafter, each school will be assessed \$1000.00 at the beginning of each academic year for district expenses if the district account is at \$5,000 or below. This money, as well as any tournament profits, is deposited in a District 5-AAAA account by the district chairperson.
- B. District money, as determined by the membership, may be used for expenses such as: Awards, Meetings, Handbook, Printing, Tickets, Pay to Officials of Tournaments, Pay to Administrators of this District, i.e. AD/ chairperson, secretary to the Chairperson, Tournament and Meet directors. The District Chairperson will administer District checks for all District Tournament personnel in regards to what the district agrees upon.

III. DISTRICT TOURNAMENTS/ DISTRICT MEETS

- A. Admission for District Tournament /Meets will be determined by NMAA.
- B. The host school will honor all Administrator and Coaches passes.
- C. Drill Teams and Cheerleaders in uniforms will be admitted free.
- D. All tournament workers will be paid according to the Pay Schedule established by the district.

IV. REPORTING

- A. Schools hosting a District Tournament/ Meet must file a financial report with the District Chairperson.
- B. All District records, results of District meets, tournaments, and All District selections are to be sent to the District Chairperson immediately after the event.

V. AWARDS

- A. Team: Championship will be given for all recognized district sports. Standardized trophies/plaques will be purchased by the District Chairperson (or designee) for first place teams. No school or individual will purchase trophies without permission from the District Chairperson.
- B. A District meeting of Head Coaches, or their designee, will be held following the regular District season to determine all district selections. The District Coaches meetings will be held at St. Pius High School. District meeting will be chaired by the District Chairperson or their designee (Head Coach of the district champion sport).

- C. All District/ Academic teams will be selected by the coaches prior to State playoffs. All Academic Team (Varsity Only) = 3.5 cumulative grade point average - Juniors and Seniors only. Certificate is the award.

- **All District 5-AAAA Team Selections, player and coach of the year in each sport will receive plaques. Please only select one player of the year and coach of the year in each sport.**

- **Baseball all district selected by the coaches.**
 - **14 first team individual certificates.**
 - **14 second team certificates.**
 - **Player of the Year and Coach of the Year.**
- **Basketball all district selected by the coaches.**
 - **6 - 1st team certificates.**
 - **6 - 2nd team certificates**
 - **Player of the Year and Coach of the Year**
 - ***Player of the year MUST be on first team***
- **Cross-Country all district**
 - **First 10 finishers in the district meet.**
 - **Medals for 1st –10th place.**
 - **Player of the Year and Coach of the Year**
- **Golf-all district is the first 6 finishers in the district meet.**
 - **Medals for 1st – 6th**
 - **Player of the Year and Coach of the Year**
- **Soccer all district selected by the coaches**
 - **11 1st team – certificates**
 - **11 2nd team – certificates**

- **Player of the Year and Coach of the Year**
- ⊖ **Softball all district selected by the coaches**
 - **14 1st team members – certificates**
 - **14 2nd team members – certificates**
 - **Player of the Year and Coach of the Year**
- **Track and Field**
 - **1st – 3rd place individual event – medal**
 - **4th – 6th certificate**
- **Volleyball all district is selected by the coaches**
 - **7 1st team members – certificate**
 - **7 2nd team members – certificate**
 - **Player of the Year and Coach of the Year**
- **Wrestling all district is the individual champion in each weight class.**
 - **1st place – medal**
 - **District Champion are 1st Team All District – certificate**
 - **Runner-ups are 2nd Team All District - certificate**

VI. GENERAL

- A. SENIORS will not be permitted to participate at the JV, C-team- freshmen levels.
- B. Providing out of District teams with game tapes on any District 5-AAAA teams, Duplicating of game tapes is against district policy.
- C. Bands are restricted to the host school only-the use of bands at District Ball games will be at the discretion of the host school. Bands will be seated on the home side only. ***Bands are permitted to play during Dead-Ball time only.***
- D. **NO** noise makers of any kind or signs will be allowed during district play. Host schools are the only one allowed to have signs on the wall on the home side only.
- E. The regular season champion of the district is the district champion. In those sports that we have a district tournament the district tournament champion will receive a trophy for being district tournament champion.
- F. JV and/or varsity games for all sports will start 20 minutes after the conclusion of the previous game regardless of advertised times.
- G. No celebratory chants, cheers, or post game activities by the visiting team shall take place at half court, mid-field, or center mound at the conclusion of games.

ROTATION FOR HOSTING SPECIFIC DISTRICT MEETS OR TOURNAMENTS

School Year	Cross-Country	Wrestling Dual	Wrestling Individual	Track	Golf
2016-2017	St. Pius	Los Lunas	Belen	Belen	Grants
2017-2018	Valencia	Los Lunas	Grants	Grants	St. Pius
2018-2019	Belen	Valencia	Los Lunas	Los Lunas	St. Pius
2019-2020	Grants	Belen	St. Pius	Valencia	Valencia

School Year	Cross-Country	Wrestling Dual	Wrestling Individual	Track	Golf
2020-2021	Los Lunas	Grants	Valencia	Belen	Belen

BELEN
GRANTS
LOS LUNAS
ST PIUS X
VALENCIA

ATHLETIC POLICIES BY SPORT

I. BASEBALL

A. Regular Season:

1. It is the responsibility of all coaches to read and follow the established guidelines as per the NMAA and District 5-AAAA

B. District Games:

1. Game days will be Tuesday and Friday.
2. Each team will play every district member two times – Home & Away
3. JV will play opposite Varsity
4. The District Champion and the runner-up will be decided by the won - loss district record.

C. Ties:

Refer to NMAA Handbook, Section VII, 7.12.4

D. General:

1. Any district 5-AAAA varsity game that is terminated before the game is considered an official game by the umpire because of light failure, inclement weather, wet grounds or darkness will be considered a suspended game.
2. Such suspended game will be continued at a later time to be scheduled from the point of suspension, by the two (2) schools. The site, line-up and batting order remains the same at the time of suspension.

II. BASKETBALL (BOYS AND GIRLS)

A. Regular Season:

1. It is the responsibility of all coaches to read and follow the established guidelines as per the NMAA and District 5-AAAA Handbook.
2. Game days will be Tuesday and Friday.
3. Each team will play every district member two times – Home & Away.
4. Regular season champion will be district champion.

B. District Games:

1. General - Host school will furnish visiting teams a dressing room with chalkboard or white board and the gym will be made available for warm-up 30 minutes prior to game time.
2. Scheduling - all district schools will play a double round-robin for the purposes of seeding in the district tournament.
3. Officials will be assigned by the Commissioner's system at NMAA rates. There will be three officials for Varsity two for C and JV.
4. Home team will wear light uniforms in all district games.
5. Game times will be 7:00 p.m. Varsity, 5:30 p.m. JV and 4:00 p.m. for C-team. There will be a 15 minute break between games.
6. At half time only the upcoming teams may shoot. Players must be in game uniforms with game shoes on to be on the court.

C. District Tournament:

1. Admission prices, tickets, and passes. Tickets to be used shall be secured by the District, the cost shall be at the tournament expense and paid for out of the gate receipts.
2. Ticket prices will be \$5 a person.
3. The host school is responsible for the game at their site and the district chair is responsible for the entire district tournament financial report.
4. All Athletic passes will be accepted at District and Tournament games.
5. District meeting will be held at the end of the season. TBA
6. The Top Seed Will Be The Home Team.
7. Games are to be played at the highest seed.
8. Home Team will wear light uniforms.
9. Seeding procedure - The District tournament bracket will be drawn up and filled as follows:
 - a. By the district chairperson.
 - b. The District season record will determine how a team is seeded in the tournament. The team with the best won-loss record will be seeded Number 1 and automatically seeded to the finals.

BOYS / GIRLS BASKETBALL DISTRICT CHAMPIONSHIP

Boys in 16-17 – Girls in 17-18 – Boys in 18-19 -

Monday 2nd seed Plays 5th seed & 3rd seed plays 4th seed

Wednesday the winners play

Friday is the championship. Number 1 seed is automatically in the finals and plays the winner of Wednesday's game. Game time should be no earlier than 6 and no later than 7pm, unless there is a conflict at the school who is hosting.

Girls in 16-17 – Boys in 17-18 – Girls in 18-19

Tuesday 2nd seed Plays 5th seed & 3rd seed plays 4th seed

Thursday the winners play

Saturday is the championship. Number 1 seed is automatically in the finals and plays the winner of Thursday's game. Game time should be no earlier than 6 and no later than 7pm.

Please follow the same bracket as volleyball. All Games are at higher seed.

III. BASKETBALL (BOYS AND GIRLS CONTINUED)

D. Ties:

Refer to NMAA Handbook, Section VII, 17.13.4.E

E. General:

1. A game ball will be furnished by the host school. The game ball will be a national federation approved basketball. No others accepted.
2. New basketballs will not be purchased by the District for the District Tournament.
3. Bench officials for the District Tournament shall be hired by each of the host schools.
4. Each host school will be responsible for submitting a financial report within seven (7) school days to the District Chairperson who will in turn submit the composite report to NMAA.
5. Teams in the District Tournament will consist of no more than twelve (12) players (NMAA regulation).
6. Drill teams and cheerleaders may perform during half time of the District Tournament games (5 minutes maximum). If both schools wish to perform, than 2 1/2 minutes each will be allotted. ***Note: No artificial noise makers such as horns, bells, clicker, etc. will be permitted at any District game.***
7. There will be no J-V or C-Team District Tournaments.
8. Officials will be selected by the Regional Commissioner and paid according to the NMAA Handbook.
9. Three officials for varsity games will be used for all District games.
10. Inclement weather or some unforeseen problem, all games will be moved forward by one day in the bracket. Only the gender game that is affected will be moved. No games will be played on Sunday.

III. CROSS COUNTRY

A. Regular Season:

1. It is the responsibility of all coaches to read and follow the established guidelines as per the NMAA and District 5-AAAA handbook.

B. District Meets:

1. The district meets shall be held on Friday of Week #18.
 - Girls first 3:45 PM

- Boys 4:15 PM
 - Alternate each year as to first to run.(the year the sport is following under)
2. AAAA Districts will qualify the top ten individuals and the top 3 teams to the state meet.
 3. Judges, referees and markings will be arranged by the host school for all District Meets according to the NFHS track and field guidelines..
 4. Each school will be provided the location, description, and a rough Map of the course by the Monday prior to the district meet.
 5. Times for the **Varsity Only** will either be on Friday or Saturday depending on the host school. Alternate boys and girls on who races first.
 6. Boys are odd years and girls even.
 7. AWARDS CEREMONY WILL BE HELD IMMEDIATELY FOLLOWING THE LAST EVENT.

C. **General:**

Foul situation and ruling - A runner of one team fouling a runner of another team. Number of points added would be equal to the total number of entries in a race.

1. Adding points to the runner committing the foul. Number of points added would be equal to the total number of entries in a race.
2. The score of the runner committing the foul must be counted as one of the five in determining the team score for that school.

IV. GOLF - BOYS AND GIRLS

A. Regular Season:

1. It is the responsibility of all coaches to read and follow the established guidelines as per the NMAA and District 5-AAAA handbook.

B. District Tournament:

1. District tournament will be held on week #43.
2. 5A districts will qualify the top team and the top 7 individuals for the State tournament. The 6th and 7th golfer must already have two legs and will use the district tournament as their last chance to qualify for state.
3. Rotation of the District Meet will be set by the District Handbook.

C. Qualifying for State:

1. In all conferences, teams and individuals advance to the state tournament by at least equaling the qualifying score set by the NMAA golf committee.
2. All matches must be played on a rated course.
3. A minimum of three high schools must participate in the match, scores must be attested to by at least three coaches.
4. Only one score on the home course can be used for qualifying unless the home course is used for a district tournament.

D. State Tournament:

1. The state tournaments, boys and girls, shall be held together during Week #44.
2. A given school is limited to one 4 or 5 member team, but the number of individuals is unlimited.

E. General:

1. Ties in golf team scoring will be resolved by totaling the scores of the first three finishers (lowest scores) from the tying teams and if necessary, the first two and finally the first one until the tie is broken. Ties in individual competition shall be resolved by a sudden death playoff.
2. State Championship only - In the event a team score is tied after 36 holes, there will be a team playoff. See the NMAA handbook for procedures.

V. SOCCER (BOYS AND GIRLS)

A. Regular Season:

1. It is the responsibility of all coaches to read and follow the established guidelines as per the NMAA and District 5-AAAA handbook.

B. District Games:

1. Game days will be Tuesday and Thursday.
2. Each team will play every district member two times – Home & Away. Varsity @ 4:00 PM – JV @ 5:30 PM
 - Grants home games at 3:30PM – no JV
 - St. Pius – Varsity and JV at the same time. 4:30pm till October then 4pm game times
3. Regular season champion will be district champion.
4. The ball in District 5-AAAA games will be an approved federation ball. #32 or comparable NMAA approved soccer ball.
5. A school must play all other schools in the District to be eligible for the championship, home and away.
6. District champion automatically qualifies for state

C. Tie Breaking Policy

Refer to the NMAA Handbook, Section VII, 7.17.1.K

D. General Policies:

1. Uniforms - in accordance with National Rules
2. Officials will be paid the standard fee recommended by NMAA.

VI. SOFTBALL

A. Regular Season:

1. It is the responsibility of all coaches to read and follow the established guidelines as per the NMAA and District 5-AAAA handbook.

B. District Games:

1. Game days will be Tuesday and Thursday.
2. Each team will play every district member two times – Home & Away
3. Games are at 4:00 PM and 6:00 PM
St. Pius- Varsity only. Game times will be 4pm
4. The District champion will be decided by the best won-loss District record.

C. Ties:

Refer to the NMAA Handbook, Section VII, 17.18.4.1

D. General:

1. Any District 5-AAAAA varsity game that is terminated before (7) seven innings by the umpire because of light failure or inclement weather, wet grounds or darkness will be considered a suspended game.
2. Such suspended game will be continued at a later time to be scheduled from the point of suspension, by the two (2) schools. The site, line-up and batting order remains the same at the time of suspension.

VII. SWIMMING IS IN DIFFERENT DISTRICT

VIII. TENNIS IS IN DIFFERENT DISTRICT

IX. TRACK AND FIELD (BOYS AND GIRLS)

A. Regular season:

1. It is the responsibility of all coaches to read and follow the established guidelines as per the NMAA and District 5-AAAA handbooks.

B. District Meets:

1. The district meet will be held on Friday during Week #45.
 - Two day meet – prelims on Friday – Finals on Saturday
2. The host school will be responsible for District Director and Track meet personnel (see attached game worker form). Plus help from other District members.
 - Each school responsible for one field event.
3. The 5-AAAA District meet will be a two-day meet, (combined boys and girls) to be held the week prior to the state meet.
4. Host school will conduct the seeding meeting. Entries will be done online through Direct Athletics. Due @ 6:00pm the day prior to the first day of competition. Work assignments for each school are made by the host school.
5. The District Meet will be at the designated school in the rotation cycle.
6. The District meet shall be limited to five (5) entries per event and one (1) relay team.
7. Scoring at District will be the same as State.
8. Procedure for seeding preliminary races:
 - a. Fastest times in the fast heat.

C. General:

1. In each District the first two places in individual events, and the first two relay teams, plus any individual or relay team that can meet the special times, heights, or distances set up by the standing track committee shall be eligible to enter the state meet.

X. VOLLEYBALL

A. Regular Season:

1. It is the responsibility of all coaches to read and follow the established guidelines as per the NMAA and District 5-AAAA handbooks.

B. District Games:

1. Game days will be Tuesday and Thursday.
2. All District schools must play two District matches with each opponent on home and away basis for purpose of seeding in the District Tournament.
3. All varsity volleyball matches shall be 3 out of 5 games.
Rally scoring will be used at all levels.
4. The ball in District 5-AAAA games will be an approved federation ball.
Preferably the NMAA approved volleyball.

C. District Tournament:

1. Ticket prices are \$5 a person.
2. The district tournament will be held during Week #18.
3. Each team will be limited to twelve (12) squad members.
4. Game times will be determined by the district schools. If an agreement can't be made the district Chair will make the decision
5. All schools will honor District 5-AAAA school passes.
6. Seeding procedure:
 - a. At the home of the regular season district champion. District Chairperson will meet with the district coaches at the end of the regular season. TBA
The District Chairperson will determine the site of this meeting.
 - b. The District season record will determine how a team is seeded in the tournament. The team with the best won-loss record will be seeded as Number 1 and automatically seeded to the finals. All games will be played at the home of the higher seed.
 - c. Monday 2nd seed Plays 5th seed & 3rd seed plays 4th seed
Wednesday the winners play Friday is the championship. Number 1 seed is automatically in the finals and plays the winner of Wednesday's game. Game time should be no earlier than 6 and no later than 7pm, unless there is a conflict at the school who is hosting.

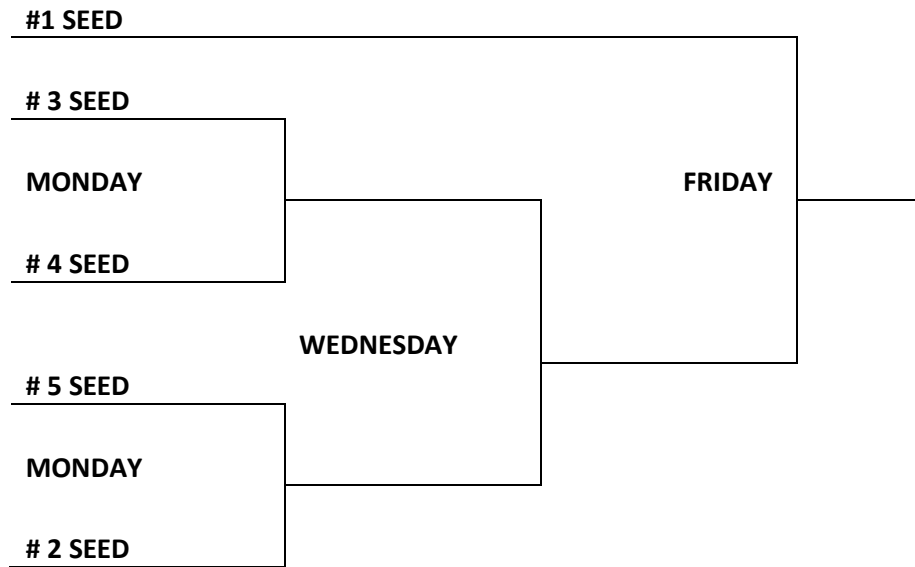
D. Ties:

Refer to NMAA Handbook, Section VII, 7.22.4.E

E. General:

1. Officials for District Tournament will be assigned by the area Commissioner and paid the amount specified by the NMAA.
2. Line Judges will be paid or certified JV officials will be contracted.

GIRLS VOLLEYBALL BRACKET



All games are at the higher seed.

XI. WRESTLING

General Information and District Tournament Information

1. It is the responsibility of all coaches to read and follow the established guidelines as per the NMAA and District 5-AAAA handbooks.
2. Format for the district tournament should be consistent with the state tournament, modified double elimination bracket (no round robins, no true seconds, etc).
3. Seeding procedures should be consistent with those used by the state tournament. A district may choose to seed a limited number of entries in each weight or all entries in each weight (generally preferred to maximize likelihood of head to head completion for those competing for state qualifier status).
4. District Team Champion will be the winner of the district individual tournament.
5. The District Tournament Host will host a meeting for the District teams to seed District Wrestlers for the State Tournament. The meeting is to be held immediately following the District Tournament.
6. The coaches of the championship and runner-up teams will represent the District at the State Seeding meeting.
7. The state tournament will be held during Week #34.
8. Weight Allowances - follow the rulebook and NMAA guidelines.
9. Videotaping - Guidelines are set by NMAA

If you host, the following sports only have a district meet at the end of the season. You will be paid or someone you elect will be paid, the site director stipend listed on the pay-sheet. Cross-Country, Golf. The school will be sent \$600.00 for hosting track.

Completed form is to be submitted with appropriate Financial Report.
 Complete form for each game held in district tournament, which includes playoff games.
 Please do NOT include payment of Officials on the form.
 Payment guidelines are below. A form will be emailed to the host sites for completion.

Playoff Level (District or 1st Round of State):_____

Class:_____ **Home Team:**_____ **Visiting Team:**_____

District # (For District Tournament Only):_____ **Gender:**_____

Service Provided	Name	Amount Paid
Game announcer (if needed)		\$30.00
Custodian (if needed)		TBD by school
Custodian (if needed)		TBD by school
Clock/Timer		\$30.00
Timer (for track if needed)		\$30.00
Book		\$30.00
Libro (for volleyball)		\$30.00
Security		\$50.00
Security (if needed)		\$50.00
Gym master		\$100.00
Site director		\$100.00
Ticket seller		\$30.00
Ticket seller (if needed)		\$30.00
Ticket taker (if needed)		\$30.00
Total:		\$0.00