

STUDENT ACTIVITIES  
CONTESTS AND COMPETITION

FMF  
(REGULATION)

The athletic sport programs shall be administered under the limitations set forth in the following administrative regulations. Any exceptions must receive the approval of the Executive Director of Athletics or designee.

Teams and Games                      The seasons shall be governed by University Interscholastic League (UIL) starting and ending dates. Those sports that do not have such dates set by the UIL shall be governed by the school year as defined by the District.

Physical Examinations                According to Board policy, all students participating in extracurricular athletics must have a physical examination every year.

The District shall arrange for students to take the physical at a time, place and with a doctor arranged by the District.

- Insurance
1. Required of every participant in every sport (one physical for each year of participation).
  2. Team doctors: It is the school policy to have the team doctor, or stand-in, present for each varsity home football game.
    - a. The District assumes no responsibility for medical expense of injuries; however, the District does provide accident insurance coverage for interscholastic activities. This coverage may not cover all expenses as the policy does have limitations. Parents are expected to assume responsibility for payment of charges that exceed the benefit schedule provided by the policy. The policy only covers interscholastic activities. Either the AT-SCHOOL or 24-hour policy must be purchased separately to provide coverage for students for other injuries.
    - b. Parents will sign the Parent or Guardian's Permit and this permit will be on file before any athlete is allowed to compete.
    - c. Since the insurance coverage's change annually, a letter with directions will be sent each year.

Related Forms                              Related form .....Physical form as required by UIL

- Officials – High School Football
1. Varsity UIL Schedule – The District rule will apply when choosing varsity officials
  2. Junior varsity

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- a. As per agreement with local chapter and UIL rules

3. Sophomores

- a. As per agreement with local chapter and UIL rules

All officials shall be governed by University Interscholastic League (UIL) and District agreement on the following:

- a. Schedules
- b. Number of officials and fees
- c. Using same officials for varsity; sub varsity and sophomore games/matches
- d. Scorer
- e. Clock

The Permian Basin Chapter (TASO) Texas Association of Sports will assign officials for all games below varsity level.

Gymnastics Boys'/Girls'

- a. Varsity.....THSGCA agreement
- b. Junior varsity .....THSGCA agreement

Volleyball and  
Basketball

Regulations for officials are as follows: Exceptions to varsity pay schedule (when no high school varsity game or match is played).

- 1. 1 game only (grades 7, & 8) .....UIL schedule
- 2. 2 games (grades 7 & 8) .....UIL schedule
- 3. 3 games (grades 7 &) .....UIL schedule
- 4. Number of officials per game .....2

Payment for Officials

Payment for officials are as follows for the sports listed.

- 5. Varsity:  
Football, basketball, baseball, volleyball, soccer and softball:
  - a. UIL rule
  - b. Officials' forms will be completed by the Executive Director of Athletics or his designee at the time of competition.
- 6. Varsity gymnastics:
  - a. THSGCA Agreement

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- b. Officials' forms will be completed by the Executive Director of Athletics or his designee at the time of the competition.

Junior Varsity,  
Sophomore and Middle  
School

- 7. Sub-Varsity Level
  - a. Use the game report supplied by the Athletic office. Each coach is responsible for filling out the game report for each week.

All reports (except varsity football) should be completed at the game and turned into the Athletic Office first work day following the competition.

All coaching clinics, staff travel and coaching schools must have prior approval of the Executive Director.

Schedule Restrictions

All schedules are to be administered by the Executive Director of Athletics or designee and with the building principal.

- 1. All inter-school competition will begin on the UIL or district starting date and end when the team or individuals are eliminated at the district, regional or state level.
- 2. Schedules that cannot be filled by the coach within the limitations set forth in this administrative regulation must be submitted to the Executive Director of Athletics or designee for completion.
- 3. All meets should be scheduled so that safe, realistic departure, and return times can be used.

Participation Restrictions

- 1. All players are expected to be team members and participate with the team in all practices, matches, meets, or tournaments where the team is scheduled to participate. Players are expected to travel with the team to and from all competitions unless prior arrangements are made (See FMG Exhibit 12).
- 2. Team members cannot take private lessons when the team is scheduled to work out, or participate in any school-sponsored meet.
- 3. Team members cannot take private lessons during school hours.
- 4. Players participating as individuals in non-school-sponsored tournaments must do so at parents' expense and responsibility
- 5. Players participating as individuals in non-school-sponsored tournaments must do so without loss of school time and in accordance with UIL rules.

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6. Coaches will not be given permission to miss school in order to attend non-school-sponsored tournaments, meets, or games.
7. The above participation restrictions apply to all sports, even those that are not already regulated by UIL participation rules.
  - a. Number of awards to given is determined by the coach base on participants' efforts and contribution.
  - b. Cost .....UIL regulated

Special Notes

Directors may consider certificates for each sport. Symbolic awards are also UIL regulated.

The purchase of all athletic equipment is to be approved by the Executive Director of Athletics or designee and processed by the Business Department.

Disposal

No equipment shall be sold or otherwise disposed of without the approval of the Executive of Athletics in keeping with the policies pertinent to the disposal of any equipment in the Ector County Independent School District.

Team Rosters

Team rosters must be completed and turned in to the athletic office and posted on Rank One Sports before the first game or meet is held.

Ratliff Stadium Press  
Box

1. Activities to be held at Ratliff Stadium will be scheduled or coordinated by the Executive Director of Athletics.
2. Press box
  - a. Admittance to the press box by pass only.
  - b. Everyone who enters the press box must sign in.

Playing Field

3. Students and adults on playing field
  - a. no student or adult shall be permitted on the playing field prior to, during, or after the game except band members, ball team members and cheerleaders unless they have a sideline pass issued by the Athletic Office.
  - b. All passes will be issued at the Athletic Office.

Student Workers

4. Student workers
  - a. One student should be in the press box at 7:10 p.m. for the moment of silence at each home game.
  - b. Goal posts in Ratliff Stadium will not be decorated.

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Pre-game and  
Halftime Activities

5. All Pre-game and halftime activities must be coordinated through the Executive Director of Athletics, and/or Director of Fine Arts.
6. It is the responsibility of the principal of each school to see that each band director has a copy of the District operating procedures.
7. All pre-game and half-time activities in District football contests must comply with the UIL District rules and regulations.

Time Schedules

1. All District football games start times will be set by the Executive Director of Athletics. The District chairman must be notified in advance of any change. Notification of changes will be the responsibility of the home team.

Game Workers Pay Scale

Game workers will be paid according to The Supplemental Pay Schedule.

At all home games the home team high school's level principals are expected to supervise the high school section. At all home games the home team feeder middle schools are expected to furnish one assistant principal to supervise the middle school section.

Schedules

Stadium workers duty dates will be scheduled by the Executive Director of Athletics or designee.

Inside and outside gate workers: Keep all people off the field except for players, coaches and people with a current sideline pass.

Ramp Workers

Ramp keepers: Stand at the opening of the ramp and direct people to their reserved seating area. Students must have a reserved seat ticket to enter any reserve section.

1. Seating arrangement
  - a. High school students ..... Section X & Y
  - b. Middle Junior High school students Section B
  - c. Elementary students ..... Section H
  - d. Visiting students ..... Section T
  - e. College students ..... Section H, B, & T

Ticket Sellers

Windows will open at one hour before kick-off. Each ticket seller must:

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- a. Be responsible for balancing the money against the number of tickets sold;
- b. Complete a ticket seller's report and return it to the money bag.
- c. Have money checked and ticket seller report ready for the armored truck to pick up at the end of the third quarter.

Ticket Takers

Anyone who enters a gate must have a ticket or a pass. Individuals holding passes should enter through 4. Ticket takers will:

- a. Tear all tickets in half;
- b. Return half of each reserve seat ticket and retain both halves.

Supervisors

1. Responsible for the correct distribution of tickets and money bags to ticket sellers.
2. Responsible for monitoring ticket windows during the game.
3. Check all workers as they arrive and make any necessary adjustments or new assignments.
4. Check gates to make sure the correct ones are locked or unlocked.
5. Unlock or lock the officials and team dressing rooms before and after half-time.
6. Handle problems which may arise in their area of responsibility.
7. Make conduct reports on disorderly students.
8. Supervise corridors.
9. Allow middle and elementary students to leave the stands at the beginning of the second quarter and see that they have returned to their seats before the beginning of the second half.
10. Supervisors are directly responsible to the Executive Director of Athletics or designee and must ensure that all reports and lists are submitted to one or the other after each game.

Assistant Supervisor

The assistant supervisor is directly responsible to the supervisor and will handle all delegated responsibilities.

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Public Address Announcer	Announces all home varsity and junior varsity football games. Secures the team rosters and starters from opposing and home team coaches.
Press Box Supervisor	Supervises the press box and restricts entrance to those who are workers or have a press box pass. Requires all individuals to register upon entering the press box.
Press Box Assistant Supervisor	Assists the press box supervisor and works mainly on the upper level.
Scoreboard Operator	Operates the scoreboard for all high school games played in Ratliff Stadium.
Timekeeper	Runs the clock for all high school games played at Ratliff Stadium. <ol style="list-style-type: none"><li>1. Uniform admission prices will be set annually by the District Executive Committee.</li></ol>
Message Center Workers	<ol style="list-style-type: none"><li>2. Ticket prices are set by the Athletic Office and the UIL District rules.<ol style="list-style-type: none"><li>a. Season tickets will be accounted for as proportionate receipts for each home game played.</li></ol></li></ol>
Student Passes	Varsity football players will receive a pass to the junior varsity games. Junior varsity athletes will receive a pass to the varsity games. Ninth grade athletes will receive a pass to the varsity games. The school Athletic Director or head junior high school coach will distribute the passes to the individual football players. All passes or tickets will be issued yearly and will be good for that season only.
Regular Season Procedure	<ol style="list-style-type: none"><li>1. Season tickets are sold in July and August.</li><li>2. There will be a limit of ten tickets per customer.</li></ol>
Games Played in Odessa	<ol style="list-style-type: none"><li>1. Parents of each varsity traveling squad member including managers and trainers, are limited to two tickets for each player. These will be sold at the school.</li><li>2. Complimentary ticket will be provided for the Board of Trustees, Superintendent, Assistant Superintendents, members of the high schools' coaching staff.</li></ol>

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Alternate Procedure

1. When special circumstances dictate, an alternative procedure for sale of game tickets may be authorized by the Superintendent. Such circumstances may include, but are not limited to games at which attendance may be restricted by stadium size.
2. Sponsors of the band and spirit groups will be furnished student tickets to sit with their respective groups. The high school faculty members may purchase student tickets and sit in the student section.

In the event a local high school varsity athletic team advances beyond district play and season (regular) tickets have been sold to the sport, the board will give priority for purchases of tickets to playoff games involving Ector County Independent School District as listed herein.

Playoff Games in  
Odessa

1. Host school faculty members are limited to purchase two tickets each.
2. The remaining tickets will be sold with a limit of ten per customer.

Out of Town Playoff  
Games

1. Parents of each varsity team member will be limited to purchase two tickets for each player.
2. Host school faculty members are limited to purchase two tickets each.
3. All remaining tickets will be sold with a limit of ten per customer.

Ratliff Complex Head Grounds Keeper:

Professional Personnel:  
Job Description

1. Qualifications
  - a. High school diploma required;
  - b. Proven trustworthy and reliable in work situation;
  - c. Experience and/or training in maintenance.

Stadium Supervisor

2. Supervisor
  - a. Executive Director of Athletics
3. Responsibility

The goal of the stadium manager is to assume the responsibility of insuring the security and appearance of the Ratliff Sports Complex. To accomplish this goal the stadium manager will:

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- a. Reside in quarters provided on the stadium grounds.
- b. Monitor security devices installed at the stadium on a 24-hour basis.
- c. Prepare the stadium for all activities including unlocking necessary gates and doors, turning on necessary lighting, and checking press box to determine needs and/or readiness for activity.
- d. Be in attendance at all functions held at the stadium unless excused by the Executive Director of Athletics.
- e. Provide needed routine maintenance.
- f. Supervise and direct other athletic department stadium workers.
- g. Perform other duties as may be assigned by the Executive Director of Athletics.