



Duncanville ISD Athletics

Duncanville HS

Byrd MS

Kennemer MS

Reed MS

Welcome to the Duncanville ISD Athletic Handbook—the playbook for how we coach, compete, and conduct ourselves as Panthers. Our athletic program exists for one purpose: to help young people become outstanding scholars, competitors, and citizens. Every policy in these pages is designed to serve that end. We believe athletics should be an extension of the classroom, teaching resilience, teamwork, and leadership. We will win with integrity, handle adversity with class, and leave every venue better than we found it. “It takes a little more to make a Champion” is not a slogan; it’s our standard.

- Student-Athletes will receive first-class coaching, safe facilities, and academic support so they can excel both on the field and in the classroom.
- Coaches will model purposeful leadership—mentoring, teaching, and demanding excellence while prioritizing student safety and well-being.
- Parents and Guardians are our partners. Your involvement and feedback strengthen our programs and reinforce the values we teach.
- Community and Alumni fuel our success through unwavering Panther pride, providing resources, recognition, and a legacy of excellence.

Use it as a guide for decision-making throughout the year. If questions arise, ask early. Clear communication keeps us unified and compliant with UIL, TEA, and district standards.

Thank you for choosing to be part of Duncanville ISD Athletics. Together, we will uphold the storied tradition of Duncanville excellence, forging champions ready to impact their schools, communities, and future endeavors.

Derick Roberson

Chief of Athletic Operations, Duncanville ISD

DUNCANVILLE INDEPENDENT SCHOOL DISTRICT

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BriAna Webb - Athletic Office Manager
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Middle School Athletic Coordinators

Christa Morley - Byrd Middle School
Larry Goree - Byrd Middle School
LaToya Rogers - Kennemer Middle School
William Green - Kennemer Middle School
Joanne Kingcannon - Reed Middle School
Keith Willis - Redd Middle School

Principals

Danny Colbert - Duncanville High School
Dr. Tiffany Staats - Duncanville High School Collegiate
William Davis - Byrd Middle School
Tamra Thompson - Kennemer Middle School
Olish Allen - Reed Middle School

The Duncanville Independent School District believes that a dynamic program of student activities is vital to the educational development of the student.

Mission Statement

Duncanville ISD Athletics is committed to coaching champions through academic achievement, athletic excellence, and national recognition of our student-athletes, teams, and programs. We equip every athlete with the tools to excel in sport and in life, nurture character rooted in honor, and celebrate accomplishments with pride. The integrity of our program reflects the tradition and spirit of Duncanville—bringing honor and distinction to our school and community.

“It takes a little more to make a Champion.”

Core Principles

Duncanville ISD Athletics is committed to developing well-rounded student athletes who excel in competition, in the classroom and in character. Our core principles guide our programs and define what it means to represent the Panthers. They reflect the standards we uphold and the culture we build every day - one of accountability, hard work, and respect. This represents who we are, what we believe, and how we compete in the classroom, on the field, and throughout our community.

Professionalism – Represent Duncanville with class, discipline, and pride on and off the field.

Accountability & Excellence – Own every action and pursue excellence in all endeavors.

Nurturing, Safe Environments – Foster a supportive culture where every athlete feels valued, safe, and empowered.

Transparent Communication – Encourage open, honest, and respectful dialogue among athletes, coaches, families, and staff.

Honesty, Integrity & Ethics – Compete the right way, demonstrating sportsmanship and respect at all times.

Everyone Contributes – Recognize that success is a team effort; every person has a role in achieving our goals.

Relationships, Equity & Inclusion – Build strong, respectful relationships and ensure equitable opportunities for all.

Students First – Make decisions that prioritize the academic, emotional, and physical well-being of every student-athlete.

Duncanville ISD #LEADwithIMPACT

D - Drive Growth

V - Value People

I - Inspire Results

L - Lead Change

L - Learner Centered

E - Elevate Excellence

Athletic Department Goals

- Positive Image — Community Representation – Project a positive image of Duncanville ISD through athletics.
- Competitive Excellence — Sportsmanship – Strive for outstanding performance while upholding the highest standards of sportsmanship.
- Participation & Engagement — First-Class Facilities – Grow student participation and community engagement while maintaining premier athletic facilities.
- Real-World Learning — Life Skills – Use athletics to teach students how to navigate real-world challenges.
- Comprehensive Programs — Meaningful Opportunities – Offer a broad range of student activities with meaningful opportunities for every participant.
- Pathways to Success — Achievement – Provide clear avenues for students to experience success in their chosen activities.
- Diverse Opportunities — Wide Range of Sports – Respond to varied interests and abilities with multiple sports and activities.
- Maximized Benefits — Greatest Number of Students – Deliver the greatest possible benefits to the greatest number of students.
- Desire to Excel — Motivation – Instill a strong drive to succeed and excel.
- Fairness & Respect — Relationship Building – Promote fairness and respect in all relationships.
- Self-Discipline & Maturity — Pressure Management – Develop self-discipline and emotional maturity under pressure.
- Social Competence — Respect for Rules & Rights – Cultivate social competence within rules and respect for others' rights.
- Balanced Education — Holistic Development – Emphasize athletics as an integral part of a balanced educational experience.

Focus Areas

- Purposeful Leadership – Lead by example with integrity, empathy, and resilience in every action.
- Building Relationships – Cultivate strong, supportive connections with students, parents, and colleagues to foster community and belonging.
- Innovative Thinking – Embrace new ideas and strategies that enhance our programs and ensure every student can thrive.
- Inspiring Excellence – Motivate students to reach their personal best—on the field, in the classroom, and beyond—and celebrate their achievements.

- Focus on athlete conduct and supervision
- Positive Expectations for Parents/Spectators (Game Administration)
- Basketball Specific Plan

Chain of Command

All athletic personnel follow a defined communication hierarchy to maintain clarity, accountability, and alignment:

- Assistant Coaches report to their Head Coach.
- Head Coaches (HS) report to the Director of Athletics.
- Head Coaches (MS) report to their Campus Athletic Coordinator and Assistant Director of Athletics.
- Middle School Coordinators and HS/MS Head Coaches collaborate with Principals on school-based issues.
- All major concerns or decisions are directed to the Chief of Athletics Operations.

UIL Coaches Area of Focus

Focus on Preseason and In-Season Eligibility Process

- 2 coaches verify all eligibility processes
 - Initial Eligibility information (Residence, Credits, Age, PAPF's)
 - Grade Verification & Regaining of Eligibility Processes
 - Education and Awareness Regarding Exemptions from No Pass, No Play

Continued Focus on Appropriate Ethics and Accountability

- All have a responsibility for our collective outcomes
- How do we help individuals when so much is out of our control?
 - Willingness to act and be responsible when necessary (Do your part)
 - Removal of situational ethics
 - Power of positive example (Be what you expect others to be)
 - Competitively Compliant Programs

Continued Improvement of Sportsmanship & Response to Adversity

- Begins with expectations and the COACH setting the example!
- What is your ongoing system for teaching sportsmanship processes
- Active Engagement with the Texas Way Program by ALL
- Focus on athlete conduct and supervision

- Positive Expectations for Parents/Spectators (Game Administration)
- Basketball Specific Plan

HEAD COACHES (HIGH SCHOOL)

- Reports to the Chief of Athletics and Campus Principal
- General
 - The Head Coach will coordinate his/her program for Grades 7-12 and supervise assistant coaches working in his/her sport.
- Specific Duties and Responsibilities
 - Communicate with the Chief of Athletics on staff assignments concerning his/her sport.
 - Design practice plan, game plan and techniques to be used in that sport for Grades 7-12.
 - Responsible and accountable for all U.I.L. rules governing head coaches' program.
 - Responsible for all U.I.L. matters as designated by the Chief of Athletics
 - Manage, inventory, and purchase all equipment concerning his/her sport
 - Each Head Coach is responsible for the individual public relations of his/her sport through the Chief of Athletics
 - Secure game officials/event supervisors for all high school level games.
 - Supply visiting team needs and take care of any other requirements for the orderly performance of contests.
 - See to it that EACH participant has clearance through athletic trainer before participation in athletics, INCLUDING athletic period.
 - Advising the Chief of Athletics on general management and care of his/her facility.
 - Submitting overnight travel list of players, means of travel, departure and arrival times, and any other necessary information to the Athletic Department and the campus Principal.
 - Coordinate athletic period enrollment for incoming 9th graders with Middle School coaches.
 - Responsible for submitting to the Athletic office copies of any policy, procedure, and/or correspondence for his/her specific sport for approval by the Chief of Athletics prior to distribution.
 - Maintaining a year-to-year Letterman's list.
 - Reporting any injury sustained by an athlete to the Athletic Trainer.
 - Each Head Coach is responsible for the dress, behavior and conduct of all his/her teams. If team rules, as set by the Head Coach, are violated, the Head Coach will deal with each situation.
 - Enter schedule changes into Aktivite.
 - Attend Middle School events, primarily as it pertains to your sport.

- All policy and procedural matters pertaining to your sport at each Middle School must be first routed to the Middle School Athletic Coordinator.
- Responsible for reporting scores to the Athletic Office the first working day following the game. This includes levels 7-12.
- Postseason equipment inventory will be turned in to Chief of Athletics
- Responsible for Duncanville ISD Student Athlete Code of Conduct.
- Responsible for leading and conducting a parent meeting PRIOR to your season.
- Monitor yearly eligibility of all student-athletes.
- File all sport specific District/UIL reports.
- Establish new student procedure for specific sport (ie. PAPF).
- Organize program communication procedures.
- Develop a vision and plan for a sport specific program.
- Create structured game day routine for staff and players.
- Organize and/or oversee all sport specific home athletic events.
- Coordinate specific strength and conditioning program with Athletic Office.
- Responsible for character and direction of overall sport specific program.
- Specify program objectives and how you will obtain them. Due at the end of the year meeting with the Director of Athletics.
- Head Coaches should order awards at least one month ahead of the date of the actual event.
- Athletic schedules are to be approved by the Director of Athletics PRIOR to any release.
- Attend all Athletic Department/Campus Department meetings.
- Other duties as assigned by Chief of Athletics

ASSISTANT COACHES – HIGH SCHOOL

- Reports to Head Coach, Chief of Athletics and Director of Athletics
- General
 - To properly execute the philosophy, objectives and techniques of the sport he/she is coaching and provides quality assistance to the Head Coach in teaching athletes.
- Specific Duties and Responsibilities
 - Consult with the Head Coach on all matters relating to the operations, philosophy and objectives of specified sport.
 - Carry out job assignments as issued by the Head Coach.
 - Make every effort to attend other sport contests at High School and Middle School.
 - Coach in a positive manner and strive to bring out the best in each athlete.
 - Other duties as assigned by Head Coach, Chief of Athletics and Director of Athletics

MIDDLE SCHOOL CAMPUS ATHLETIC COORDINATOR

- Report to Assistant Director of Athletics and Campus Principal
- General
 - The Middle School Campus Athletic Coordinator is responsible for overseeing and managing all duties specific to this position in addition to duties assigned by the Chief of Athletic Operations and Director of Athletics
- Specific Duties and Responsibilities
 - Organize and administer the Middle School Athletic Program.
 - Responsible for having a thorough knowledge of all UIL rules and regulations.
 - Hire campus athletic personnel and make coaching assignments with approval of the Department of Athletics.
 - Assist in developing all Middle School athletic schedules, with approval of Assistant Director of Athletics.
 - Maintain a complete and accurate Middle High School athletic equipment inventory.
 - Submit any and all necessary requests as per Assistant Director of Athletics.
 - Implement philosophies, schemes, strategies, techniques, skills, offenses and defenses as stressed by the High School Head Coach.
 - Ensure all injuries are reported to the Middle School Athletic Trainer.
 - Coordinate and schedule all necessary event supervisors and game support staff for all campus-based athletic activities.
 - Confirm game officials for all Middle School contests.
 - Communicate to the Assistant Director of Athletics prior to team cuts and any potential issues that may arise.
 - Evaluate all campus staff.
 - Prepare an end of season athletic report for a meeting with the Assistant Director of Athletics.
 - Send in all work requests for Athletic fields and indoor facilities.
 - Make sure Aktivite is maintained.
 - Physicals/Consent to treat – organize and check.
 - Maintain eligibility reports.
 - Assist High School head coaches with incoming 9th grade orientation.

HEAD COACHES - MIDDLE SCHOOLS

- Report to Middle School Athletic Coordinator, Campus Principal, High School Head Coach, Assistant Director of Athletics
- General
 - Middle School Head Coaches are responsible for overseeing and managing all duties specific to this position in addition to duties assigned by the Assistant Director of Athletics.
- Specific Duties and Responsibilities
 - Organize and administer a program that is beneficial for the student-athlete and preparing them for high school. Implement philosophies, schemes, strategies,
- techniques, skills, offenses and defenses as stressed by the High School Coaching staff.
 - Conduct a parent meeting at the start of the season.
 - Develop a parent packet to be distributed during the parent meeting. Include items such as: information about Aktivate (how to access game schedules and online forms), practice schedule times, expectations for athletes and parents, spectator expectations at athletic events form (use attached worksheet), etc. Provide a copy to the Middle School Athletic Coordinator.
 - Manage and maintain the athletic equipment for your sport. If you have anything you are no longer using, is broken, or old, please let the Athletic Department know so it can be discarded. Please be prepared to provide specifics such as how many, exact items, etc.
 - Submit all requisitions for equipment and supplies to the HS Head Coach, Assistant Director of Athletics
 - Support the high school program and meet with the high school coaches as needed.
 - Attend high school events (camps, practices, hosted games, etc.) as requested by the high school head coach.
 - Work with HS Head Coach and Assistant Director of Athletics to assign coaching positions within sport.
 - Communicate expectations with coaches in a preseason meeting as well as written sport specific expectations. Provide the HS Head Coach and Assistant Director of Athletics with your sport specific expectations.
 - Keep your campus principal and administration notified of all important events, activities and game results via the web, newsletter, emails etc.
 - Assist the game manager to assign game workers if needed (gate, scorebook, scoreboard, event worker, etc.)
 - Complete deposits and submit paperwork for any athletic fundraiser to the athletic department.
 - Responsible for checking eligibility regarding grades through the IL ISD grading system.
 - Will maintain the Rank One Sports program by entering practice and game schedules, rosters, and results.
 - Responsible for entering bus requests (Using Rockwall ISD transportation system).

- Conduct Emergency Drill with each team (or grade level) at the beginning of the season. Provide documentation to HS Head Coach and Assistant Director of Athletics.
- Attend any end of season coaches meeting requested by the HS Head Coach and Assistant Director of Athletics

ASSISTANT COACHES – MIDDLE SCHOOLS

- Report to Middle School Athletic Coordinator, Campus Principal and High School Head Coach.
- General
 - Middle School Assistant Coaches are responsible for overseeing and managing all duties specific to this position in addition to duties assigned by the Assistant Director of Athletic.
- Specific Duties and Responsibilities
 - Assistant coaches are responsible for organizing and administering the programs set by each Head Coach of his/her sport.
 - Managing and maintaining the athletic equipment for his/her sport. (Head Coach of sport)
 - Submitting all purchase orders to the Middle School Athletic Coordinator for approval.
 - Supporting the High School Coaching staff. Middle School football coaches will assist their feeder high school with Spring Training.
 - The coach will follow the school rules as set forth by the campus principal including, but not limited to dress code, duty schedules and in-services.
 - Coach will be required to attend sport specific in-services and campus functions. (i.e. CPR, AED, First Aid, District UIL meeting, student athletic physicals, etc).
 - Coach will return parent phone calls and emails within 24 hours.
 - Coach will document as well as inform the High School Head Coach, Assistant Director of Athletics and Principal in the event of an emergency or problem that may have occurred at an event or practice. (i.e.: injury, rule infraction, parent concern).
 - Coach is responsible for the supervision and safety of all athletes during practices, games and parent pickup.
 - Coach will maintain the highest level of professionalism while coaching and while on campus.
 - All coaches that are not in season may be assigned to perform duties for sports that they are not assigned to. (i.e.: track meets, golf and/or tennis matches, campus tournament).
 - Coach will dress professionally in all circumstances including the classroom, on the practice court and during games. The Principal will set the classroom dress code.

- Coach will be on time for practices and game day responsibilities. If you are running late and/or are caught in a school based meeting, please contact another coach to supervise your team.
- Coach will be a positive role model.
- Coach will speak positively about the student-athletes and staff in public and with other coaching professionals.

Practice & Game Expectations

Practice

- Maintain a written practice plan.
- Show genuine interest in athletes' individual and team progress.
- Circulate actively during drills.
- Wear head-coach-defined practice attire.
- Keep accurate attendance.
- Implement a defined warm-up routine.
- Adhere to UIL eight-hour weekly limit.
- Arrive first and leave last; athletes are never unsupervised.
- Return all equipment to proper storage and secure the facility.
- Obtain Chief of Athletic Operations approval for off-campus practices.

Game Day

- All coaches remain until the final contest ends to assist and supervise.
- Supervise student-athletes at all times.
- Release athletes only to parents (with required paperwork on file).
- Wear head-coach-defined game-day attire.
- Submit itemized receipts if a meal check was provided for the team

COACHES' TRAINING REQUIREMENTS (UIL)

Complete before your sport season (or before the school year if your season starts later). Keep copies of certificates on file; the Chief of Athletic Operations and Director of Athletics will verify them in the UIL Portal.

- UIL Professional Acknowledgement Form– On file with the district (C&CR 1202(j))

Coaches Certification Program (CCP)

- Constitution & Contest Rules (C&CR)
- Ethics
- UIL Steroid Education
- Safety Training
- Concussion Training
- Sport-Specific Module - each sport has a separate module
- Football Coaches – ATAVUS “Best Practices in Tackling”
- First-Year Coaches – Fundamentals of Coaching in Texas (C&CR 1202 L)

Scheduling

- Game Scheduling – Compliance – Follow all UIL and 11-6A DEC guidelines.
- Game Scheduling – Entry – Record every contest in Aktivite
- Game Scheduling – Approval – Obtain written approval from the Chief of Athletic Operations before releasing any schedule.
- Schedule Changes – Notification Protocol – Notify, in order: Chief of Athletic Operations, campus principal, visiting coach, officials, athletic trainers, athletic office, media, players/parents, and other affected staff.
- Facility Requests – Internal Events – Submit Incident IQ requests (Duncanville ISD teams only) at least 10 days in advance, selecting all required resources.
- Facility Requests – External Events – Route playoff or non-Duncanville ISD events through District Facilities Usage & Rentals.

PARENT MEETING GUIDELINES

Pre-approval: Submit team rules, student-parent handbook, and meeting agenda to the Chief of Athletic Operations or Athletic Director. Collect parent signatures confirming attendance and understanding of policies.

Head Coach must cover:

- Team rules and selection criteria
- Lettering policy
- Sportsmanship expectations (athletes & fans) - The Texas Way
- Communication protocol with coaches
- UIL Athletic Code (provide sportsmanship manual link)
- PAPF Requirements
- Home-visit requirement for new athletes
- UIL/TEA academic eligibility rules
- Practice schedule, attendance standards
- Game schedule and game-day expectations
- Transportation procedures
- Team website and social-media guidelines
- Volunteer opportunities and requirements

Athletic Trainer or Coach must cover

- Aktivite - Physical exam requirements and paperwork
- Injury reporting and treatment procedures
- School insurance information

Athletic Academic Advisor or Coach must cover

- UIL academic eligibility checks
- Grading calendar
- NCAA eligibility overview

College Signing Day Guidelines

College Signing Day ceremonies may be scheduled at any time during the athletic period. If you choose to host your signing day event after school, it must take place on a Wednesday between 3:00pm and 5:00pm.

Please adhere to the following expectations:

- Notify the Athletic Academic Advisor in advance of your selected date and time
- Submit your facility reservation through Incident IQ
- Notify the Department of Communications

- You are responsible for the setup and takedown of all decorations. Make sure you clean up any trash.

Student Conduct and Discipline Policies in the FN Series and FO Series

Students are expected to follow the classroom rules, campus rules, and rules listed in the Student Handbook/Student Code of Conduct. Teachers and administrators are responsible for taking disciplinary action based on a range of discipline management strategies that have been adopted by the district. Other staff members who have concerns about a particular student's conduct should contact the coach, classroom teacher or campus principal.

Student Attendance Policy FEB

Teachers and staff should be familiar with the district's policies and procedures for attendance accounting. These procedures require minor students to have parental consent before they are allowed to leave campus. When absent from school, the student upon returning to school, must bring a note signed by the parent that describes the reason for the absence. These requirements are addressed in campus training and in the student handbook. Contact the campus principal for additional information.

Student Accidents Occurring on School Property

Under state law, school districts are not liable for accidents which occur in schools or on District property; therefore, the Duncanville ISD is not responsible for medical payments or bills. Parents/students are highly encouraged to sign up for the afford

Accident Insurance provided through Bene-Marc, Inc. and underwritten by The Hartford Insurance Company. Enrollment brochures can be obtained from the school office. Coverage becomes effective when completed forms and payment are received by the insurance company.

Bullying Policy FFI

Bullying is defined by §TEC 37.0832. All staff members are required to report student complaints of bullying, including cyberbullying, to the campus principal. The district's policy includes definitions and procedures for reporting and investigating bullying of students is available online at [https://pol.tasb.org/Policy/Download/363?filename=FFI\(LOCAL\).pdf](https://pol.tasb.org/Policy/Download/363?filename=FFI(LOCAL).pdf)

Hazing Policy FNCC

Students must have prior approval from the principal or designee for any type of “initiation rites” of a school club or organization. While most initiation rites are permissible, engaging in or permitting “hazing” is a criminal offense. Any teacher, administrator, or staff member who observes a student engaged in any form of hazing, who has reason to know or suspect that a student intends to engage in hazing, or has engaged in hazing must report that fact or suspicion to the designated campus administrator.

Transportation & Travel

General Travel Policies

- All travel must comply with UIL regulations and Duncanville ISD policies.
- Teams represent Duncanville; professionalism and adherence to the district code of conduct are mandatory.
- Coaches secure travel forms, emergency contacts, and medical authorizations before departure.
- District transportation is the default; any alternative requires Athletic Department approval.
- Student-athletes travel with the team both ways unless an approved exception exists.

Transportation Modes

- School buses – primary transport for all contests.
- Charter buses – considered for playoffs, overnight trips, or severe-weather travel (not guaranteed).
- Personal vehicles – student-athletes may not drive to competitions; any exception needs written approval from the Athletic Director and principal.
- Parent transport – prohibited without Athletic Department approval.

Overnight Travel

- Approved only when distance or game time warrants early arrival.
- Normally limited to one night; extra nights require Athletic Department clearance.
- Hotels chosen for safety, proximity, and cost-effectiveness.
- Coaches assign rooms and enforce curfews and team meetings for supervision and accountability.

Meals & Per Diem

- Meal stipends or district-provided meals follow district guidelines.
- Coaches coordinate nutrition before and after competition.

- No room service or unsupervised hotel departures without coach approval.
- Submit all itemized receipts to the Athletic Office Manager

Supervision & Conduct

- A coach rides each bus and remains with the team for the entire trip.
- UIL and school rules apply at all times; misconduct may lead to disciplinary action.
- Coaches perform headcounts before departure and at every arrival point.

Emergency Procedures

- Coaches carry a roster with emergency contacts and medical information.
- In an accident or emergency, the head coach immediately contacts the Athletic Director and campus administration.
- Severe weather or unforeseen events: the district will arrange alternate travel or lodging.

Any exception requires prior approval from the Duncanville ISD Athletic Department.

Overnight Trips – Lodging & Meal Policy (High School Only)

Pre-Trip Requirements

- Submit a Duncanville ISD Athletics Trip Request and obtain Chief of Athletic Operations approval.
- Provide the Athletic Office, parents, and players with:
- Purpose of trip
- Departure and return dates/times
- Hotel name and contact info
- Emergency contact procedure
- Expense breakdown (district-paid vs. player cost)

Administrative Forms

- Roster/Extracurricular Absence form to Attendance Office, Athletic Office, and principal.
- Athletic Entry Fee Request form, event flyer, and Student Travel Authorization form (meal allowance).
- Online time-off form for all traveling coaches (must list principal and Executive Director of Athletics).

Bus Driver Guidelines

Bus Request

Submission window – Enter all bus trip requests no fewer than 10 days before departure. Only playoff trips may be submitted inside the 10-day window.

Request portal –

Navigate to <http://bus.duncanvilleisd.org/webtrips/>

Log in with

- Username: coach/12
- Password: coach

Click “Enter a New Trip Request.”

Complete every required field; do not list “TBA” for the driver.

In the FUND field, select ATHLETICS-GENERAL.

Compliance – Late or incomplete requests (except approved playoff trips) will be returned for correction.

General		
Request #:		
Request Dt:	7/18/2024 3:19:21 PM	
Customer:	873, D H S Athletics ▼	
Requestor Email:		
Contact:		
Destination	▼	
Fund	▼	
☒ Use the departure date as the return date.		
Dates/Times		
Departure:	▼ ▼ ▼	
Return:	▼ ▼ ▼	
Depart Time:	▼ ▼ ☒ am ☐ pm	
Arrival Time:	▼ ▼ ☒ am ☐ pm	
Leave Time:	▼ ▼ ☐ am ☒ pm	
Return Time:	▼ ▼ ☐ am ☒ pm	
Passengers/Miles/Purpose		
Adults:		
Students:		
Wheel Chairs:		
Est Time:		
Est Miles:		
Purpose		

Required Entries –

Complete every field; do not enter “TBA” for the driver.

Set FUND to ATHLETICS-GENERAL.

Special Instructions box:

List any unique details (e.g., equipment trailer, early pickup).

Varsity teams must specify “Activity Bus requested” and indicate the exact number of buses needed.

Example: “Activity Bus requested – 2 buses for varsity football.”

Instructions

Customer Special Instructions:

Destination Special Instructions:

Trip Comments:

Mandatory Entry Notes (Bus Request Form)

PO # – leave blank

Internal Trip # – leave blank

Trip Category – select your sport

Grade – choose the appropriate code:

9 = Freshman

10 = Junior Varsity

12 = Varsity

7 or 8 = Middle School

Billing

PO #:

Other

Internal Trip#:

Trip Category:

Grade:

Save

Reset

Exit

Post-Trip Responsibilities

- Pre-departure – Inspect the bus for existing damage and complete the checklist book.
- Post-trip – Repeat the inspection, record findings in the checklist, and clean the bus before parking it in the bus barn.
- Accidents – Report immediately; failure to do so may result in loss of driving privileges.
- Mechanical issues – Contact Brad Hambrick (945-286-4689) while en route.

Employees with Commercial Driver's License

Any staff member whose duties require a commercial driver's license (CDL) is subject to alcohol and drug testing. This includes all drivers who operate a motor vehicle designed to transport 16 or more people counting the driver, drivers of large vehicles, or drivers of vehicles used in the transportation of hazardous materials. Teachers, coaches, or other staff members who primarily perform duties other than driving are subject to testing requirements if their duties include driving a commercial vehicle. Drug testing will be conducted before an individual assumes driving responsibilities. Alcohol and drug tests will be conducted when reasonable suspicion exists, at random, when a staff member returns to duty after engaging in prohibited conduct, and as a follow-up measure. Testing may be conducted following accidents. Return-to-duty and follow-up testing will be conducted if a staff member who has violated the prohibited alcohol conduct standards or tested positive for alcohol or drugs is allowed to return to duty. All staff members required to hold a CDL or who otherwise are subject to alcohol and drug testing will receive a copy of the district's policy, the testing requirements, and detailed information on alcohol and drug abuse and the availability of assistance programs. Staff members with questions or concerns relating to alcohol and drug policies and related educational material should contact the Director of Transportation.

Athletic Equipment

- Store and secure all equipment immediately after every practice, game, or event.
- Issue equipment to athletes as required; collect and account for every item at season's or year's end.
- The head coach maintains a catalog of all protective gear and keeps detailed maintenance/reconditioning logs per board and UIL policy.
- Athletic-department equipment is worn only during practices or interscholastic contests unless a coach grants permission.
- District athletic gear may be loaned to outside groups only with written approval from the campus athletic coordinator and the Athletic Director.

Facilities – Usage & Maintenance

Staff members who wish to use district facilities after school hours must follow established procedures. The District Maintenance and Operations Dept. is responsible for scheduling the use of facilities after school hours, and should be contacted to request the use of school facilities and to obtain information on the fees charged.

- Follow ***board policy*** for every facility request; outside groups must use district rental procedures (contact LaTisha Griffin).
- Coaches must plan, supervise, and secure all athletic spaces—including gyms, locker rooms, weight rooms, storage areas, and playing fields.
- Keep every facility orderly; submit work orders or construction requests through Incident IQ (Maintenance & Operations).
- Head coaches (or designees) must enter all practices and competitions in Incident IQ.
- A coach must supervise any occupied athletic facility; no team, student, or group may use a space without direct supervision.

Finance – Purchasing & Budget

Purchasing Procedures

- All requests for purchases must be submitted to the Athletic Officer Manager on an official district purchase order (PO) form with the appropriate approval signatures.
Middle School Coaches must get a signature from the high school head coach
- The Athletic Office Manager enters every athletic purchase order
- No purchases, charges, or commitments to buy goods or services for the district can be made without a PO number.
- The district will not reimburse staff members or assume responsibility for purchases made without authorization.
- All purchases must follow Duncanville ISD policies and use approved vendors only.
- Amazon Orders - You must provide “3” quotes from another vendor before submitting a purchase order.

Head Coach Responsibilities

- Abide by district purchasing guidelines and stay within program 161 and 461 budgets.
- Gather required quotes per Purchasing Department rules and submit them—with all details—to the Athletic Office Manager before the PO is entered.
- Maintain an accurate inventory of supplies and uniforms.
- Consult the Chief of Athletic Operations or Athletic Director before any large purchase.

- Submit check requests (with requisition and entry form) for entry fees two weeks prior to the event.

Purchase Order Requirements

- Use an approved vendor (awarded RFP or cooperative).
- Provide a clear “who, what, where, when, why” description, item #, and quantity.
- Attach a quote (not an invoice) that lists:

Vendor name and address
Unit price and total price
Payment terms and any discounts

After the order arrives, verify all items, request the invoice, and notify the Athletic Office Manager of completion or discrepancies.

Vendor Guidelines

New vendor requests must include: New Vendor Application, current W-9, Conflict-of-Interest Questionnaire, and list of awarded co-ops (enter in Skyward).

Document and report any order problems—include dates, descriptions, and call logs—to the Purchasing Department.

Fundraising

All fundraising requires prior approval from the Chief of Athletic Operations and the campus principal; submit completed forms to the Athletic Office Manager.

- **Varsity sports – one My Team Shop (BSN) each season (player apparel, fanwear, or fundraiser).**
- **Middle school – one Fall and one Spring My Team Shop for Boys and Girls Athletics.**

Student Activity Accounts

- All proceeds collected by a program are deposited into its student activity account.
- Coaches must review and follow district cash-handling procedures with the athletic administrative assistant.
- Expenditures from these accounts must comply with district policy.

Professional Development & Membership

Duncanville ISD Travel Policy follows State, Federal guidelines. Texas Education Code requires School Districts in the State of Texas to limit travel reimbursements to the State Rate.

Duncanville ISD will reimburse its employees for reasonable, allowable expenses incurred in carrying out authorized District activities that have prior approval of the employee's immediate supervisor. (Please see the Request for Professional Development/Travel - Form A/Form B)
A requisition or expense reimbursement is required to be processed for each "line- item" on the Form A.

All reimbursement requests must be submitted using the proper District forms that can be found on the Business Services website, under Forms and Documents on the left hand side.

Charges incurred from cancellation or no-shows are the responsibility of the employee and NOT the District. (including hotels, registrations, airfare, car rental, etc.)

- Submit Travel A form and obtain approval before any out-of-district professional development.
- Coaches book their own hotel. Must be booked directly with the hotel. Do not use VRBO, Airbnb, Priceline, Expedia, [Hotels.com](https://www.hotels.com), etc.
- District covers one conference registration and related travel
- Head coaches – reimbursable: hotel, food, mileage (itemized receipts required).
- Assistant coaches – reimbursable: meals and hotel ; mileage not reimbursed.
- Upon return, submit Travel B form, itemized receipts, hotel receipt with a \$0 balance and conference badge.
- The coach is responsible for any costs from cancellations or no-shows (hotel, registration, airfare, car rental, etc.).

Media & Public Relations

- Media Relations – Approval & Professionalism – All media requests or interviews must be approved by the Chief of Athletic Operations or the Chief of Communications. Notify the athletic office before allowing any media at games or practices; Communications will be informed.
- Alumni Relations – Each head coach promotes and nurtures relationships with alumni to strengthen program support.
- Athletic Program Public Relations – Policy Alignment – Head coaches publicize their programs in accordance with UIL and Duncanville ISD policies; any unusual promotions require prior approval from the Chief of Athletic Operations.

Social Media

- SportsYou – Safe Communication – Use SportsYou for messaging student-athletes; add the Director of Athletics and Assistant AD to each group.
- Program Pages – Positive Promotion – You must have a signed Social Media Agreement form on file. Keep sport pages and social media accounts (Instagram, Facebook, X, etc.) current to highlight student-athlete success and program achievements.

Social Media Guidelines for Staff

Duncanville ISD recognizes the importance of using social media as a communication and learning tool. The purpose of these guidelines is to assist district employees in navigating the appropriate use of social media tools. These guidelines are specific to social media but are not exclusive and are in addition to standards outlined in the Educators' Code of Ethics. Social media includes any form of online publication where users post or engage in conversation and includes blogs and social networks. Failure to adhere to these guidelines could be cause for disciplinary action.

All staff are expected to serve as positive ambassadors for the District and appropriate role models for students. It is vital that staff maintain professionalism in their interaction with students and the community, whether in person or online.

Social Media Classroom & Extracurricular Use:

Social media networks are powerful teaching and communication tools that can add great value to classroom instruction. Teachers may use social media tools where appropriate in addressing an educational goal of the classroom. Social media is also used by coaches, advisors, sponsors, etc. to communicate and interact with parents and students.

Social media may be used for classroom and extracurricular use under these guidelines:

- Inform your supervisor (or designee) when creating social networks for classroom use and make sure parents are aware of the use and educational purpose.
- Use district contact information for creating and maintaining accounts.
- Abide by the user guidelines as set by the respective social media site.
- Be proactive by stating clearly that the account you create is the official account of the program or class.
- Treat the social media account and interactions like a classroom. Monitor closely the interactions between students and deal with inappropriate use immediately.
- FERPA clearance must be checked for any student photo or video posting.
- Consult with the district communications department if further guidance is needed.

Social Media Etiquette... Remember:

1. **You are Always a Duncanville ISD Employee**
 - a. Internal school discussions or specific information about students or other staff is confidential.
 - b. Keep the line between personal and professional clear...use your professional social media account for professional use and your personal account for personal use.
2. **Be Professional**
 - a. Represent the values of respect, responsibility, integrity, honesty and teamwork.
 - b. If you make a mistake, admit it and correct it quickly. Clearly state if you have corrected a previous post.
 - c. Be cautious about posting video. Video often tells more than you might realize. The video you post will be viewed by the world.
3. **Respect Others and Ensure the Safety of Students**
 - a. You are responsible for what you post, so be certain it is accurate and supports your classroom or program. If you are about to post something that makes you hesitate, wait a day and talk to your supervisor. Once you post, you cannot take it back.
 - b. Do not post pictures of students without checking FERPA.
 - c. As an employee who engages students in social media, you have the responsibility for monitoring the content and addressing appropriate behavior or activity, including the protection and safety of students.
4. **Manage Staff/Student Relationships Carefully**
 - a. Employees are prohibited from establishing personal relationships with students that are unprofessional and thereby inappropriate. Do not fraternize with students as though they are your peers or friends.
5. **Help Build Our Duncanville ISD Community**
 - a. A district's most valuable asset is its staff and what you publish reflects on the district, school, and program.
 - b. Posts should be well written with proper grammar, capitalization, and punctuation.
 - c. Post regularly. Readers will not have a reason to follow you on social media if they cannot expect new content regularly. Answer questions, thank people, and post accolades...even if it's just a few words. Make it a two-way conversation.
 - d. Follow or Like other district social media accounts.

Personal Internet Posting/Electronic Media Policy CQ, DH

Electronic media includes all forms of social media, such as text messaging, instant messaging, electronic mail (email), web logs (blogs), wikis, electronic forums (chat rooms), video-sharing websites (e.g., YouTube), editorial comments posted on the Internet, and social network sites (e.g., Facebook, Twitter, LinkedIn, Instagram). Electronic media also includes all forms of telecommunication such as landlines, cell phones, and web-based applications.

As role models for the district's students, staff members are responsible for their public conduct even when they are not acting as district staff members. Staff members will be held to the same professional standards in their public use of electronic media as they are for any other public conduct. [See Policy DH.]

If a staff member's use of electronic media interferes with his/her ability to effectively perform his or her job duties, the staff member is subject to disciplinary action, up to and including termination of employment. [See Policy DH (Exhibit).]

If a staff member wishes to use a social network site or similar media for personal purposes, he/she is responsible for the content on the his/her page, including content added by the staff member, his/her friends, or members of the public who can access the staff member's page, and for Web links on the staff member's page. The staff member is also responsible for maintaining privacy settings appropriate to the content.

The following guidelines will apply for any employee who uses electronic media for personal purposes:

- The employee's use of electronic media for personal purposes should impose no tangible cost on the District; should not unduly burden the District's technology resources; and should have no adverse effect on an employee's job performance or on a student's academic performance. [See Policy CQ]

- If an Internet posting makes it clear that the author works for the District, it should include a simple and visible disclaimer such as, "these are my personal views and not those of the District." When posting your point of view, you should neither claim nor imply you are speaking on the District's behalf, unless you are authorized in writing by the Superintendent or his designee, the Chief Communications Officer.

- The employee shall not use the district's logo or other copyrighted material of the district without express, written consent.

- The employee is prohibited from knowingly communicating with students through a personal social network page; the staff member must create a separate social network page ("professional page") for the purpose of communicating with students. The staff member must enable administration and parents to access the staff member's professional page.

- The staff member shall not use the district's logo or other copyrighted material of the district without express, written consent.

- The staff member continues to be subject to applicable state and federal laws, local policies, administrative regulations, and the Code of Ethics and Standard Practices for Texas Educators, even when communicating regarding personal and private matters, regardless of whether the staff member is using private or public equipment, on or off campus. These restrictions include:

- o Confidentiality of student records. [See Policy FL]

- o Confidentiality of health or personnel information concerning colleagues, unless disclosure serves lawful professional purposes or is required by law. [See DH (EXHIBIT)]

- o Confidentiality of district records, including educator evaluations and private e-mail addresses. [See Policy GBA]
 - o Copyright law [See Policy CY]
 - o Prohibition against harming others by knowingly making false statements about a colleague or the school system. See DH (EXHIBIT)]

Athletic Training

Athletic Trainer Staff

Alec Hawkins, M.Ed., ATC, LAT – Head Athletic Trainer

• Email ahawkins@duncanvilleisd.org • Office 972-708-2366 • Cell 225-572-8427

Paola Cabrera, MS, ATC, LAT – Assistant Athletic Trainer

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Janae Pullins, M.Ed., LAT – Assistant Athletic Trainer

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Athletic Trainer Expectations

- Injury Management – Athletic trainers handle all care, aid, and prevention of athletic injuries. Coaches must direct athletes to a trainer at the first sign of injury.
- Communication – Coaches promptly share schedule changes, itineraries, and meeting times with trainers.
- Return-to-Play – Only the physician who imposed medical restrictions may clear an athlete. Coaches must never remove a medical restriction.

Required Forms (submit in Aktivite)

- Updated Physical
- UIL Concussion Acknowledgement
- UIL Sudden Cardiac Arrest Awareness
- UIL Steroid Agreement
- UIL Acknowledgement of Rules
- Duncanville Athletics Guidelines & Code of Conduct
- Duncanville Student-Athlete Information
- Duncanville Permit to Travel / Emergency Treatment

Emergency Response Readiness (Effective EAP's)

- All EAP's reviewed and updated for all athletic facilities
- Regular rehearsal of EAP practices by all personnel and students
- Establish and sustain of process of a pregame medical timeout with officials/coaches/athletic trainers

Dietary Supplements Policies DH, FFAC

District staff are prohibited by state law from knowingly selling, marketing, or distributing a dietary supplement that contains performance-enhancing compounds to a student with whom the staff member has contact as part of his or her school district duties. In addition, staff members may not knowingly endorse or suggest the ingestion, intranasal application, or inhalation of a performance- enhancing dietary supplement to any student.

DISTRICT 11-6A - WEATHER GUIDELINES

Article I - GUIDELINES FOR COLD WEATHER

These guidelines should be followed to determine game postponement due to cold/inclement weather. Games should be postponed if the following conditions are present:

1. Temperatures do not reach 32 degrees and/or wind chill does not reach 25 degrees by 2:00pm.
2. If temperatures are forecasted to be below 32 degrees and/or wind chill below 25 degrees.
3. Temperatures below 35 degrees, with the presence of precipitation.

We will use the National Weather Service (www.weather.gov) in conjunction with each individual school district's weather monitoring system to determine temperatures, wind chills, and forecasts. All decisions regarding game postponement, due to cold weather, will be made by the Athletic Directors or designee. It is recommended that all decisions be made by 2:00 pm to avoid unnecessary travel.

Article II - GUIDELINES FOR LIGHTNING

The home team will be in charge of lightning delays. The Game Administrator and the Athletic Trainer will co-command the implementation of the lightning policy. Both the Game Administrator and Athletic Trainer can activate the safety plan by suspending an event. The Game Administrator assumes the responsibility as spokesperson to participating teams, school administrators, game officials, press box and news media. All venues must have a plan for safe shelter of participants and spectators in the event of a storm.

All participants and officials will be removed from the field of play and moved to a safe location when a lightning strike is detected within 10 miles of the venue. All Athletic Trainers will use a weather service for monitoring lightning and storms. In the event of loss of technology, we will revert back to the 30-30, flash to bang lightning detection method.

A lightning delay will last 30 minutes from the last strike. Once 30 minutes have passed without a strike in the 10 mile radius, play may resume. In the event of consecutive lightning delays that have had a continuous duration of 1 hour without return to play, the game will be called complete or rescheduled depending on the progress of the game according to the rules under suspended games.

Student-Athlete Eligibility (Refer to UIL/TEA Side-by-Side)

Student eligibility is established in the Constitution and Contest Rules of the University Interscholastic League. District 11-6A will abide by all rules as directed by the U.I.L., T.E.A., the State Board of Education and the Texas Legislature. The District Chairman is authorized to approve and file with the UIL all transfer requests and transfer forms (Previous Athletic Participation Forms) that are completed and signed according to UIL rules. Previous Athletic Participation Forms are not considered to be approved unless/until the submitting school has been notified of such approval by the DEC Chair. All PAPF's and Eligibility lists must be submitted through the UIL Portal.

- General Requirements – UIL C&CR Subchapter M – Must be a full-time day student; under 19 on Sept 1 (unless granted a disability waiver); first entered 9th grade more than 4 years ago; live with a parent/guardian inside the attendance zone the first year; not recruited; no athletic move; compliant with amateur and awards rules; and eligible under the 15-Day and Residence Rules
- First Six Weeks – Promotion / Credit Check – Students are automatically eligible the first six weeks if they were promoted to their next grade level (grades 9 and below) or, for grades 10-12, they have earned the following state-graduation credits before the first day of school:
 - 10th grade – 5 credits
 - 11th grade – 10 credits
 - 12th grade – 15 credits
- Ongoing Eligibility – No Pass / No Play – After the first six weeks, a grade below 70 in any class resulting a 3-week suspension from competition. Eligibility may be regained 7 days after the 3-week check if all classes are 70 and above. Students may practice and scrimmage while ineligible, but may not compete.

Transfer Students – PAPF Process – A Previous Athletic Participation Form (PAPF) is required upon enrollment:

- The athlete must be enrolled in Duncanville ISD before you have any conversations with the parent and the athlete. Must meet the parent resident rule (see Sec 442 of C&CR)
- The Head Coach will contact the coach from the previous school notifying them that the student has enrolled. Get the athletes background and history.
- Conduct a home visit
- PAPF must be completed before competing on any level of competition
- The Director of Athletics will meet with parents to complete the PAPF.
- Athlete is sub-varsity only until PAPF is approved; additional waivers may be required
- Athletes are eligible for Varsity competition once the DEC approves the PAPF

Grade Validation & Incompletes

- The Athletic Academic Advisor and the Head Coach verifies grades via Skyward reports. An “Incomplete” counts as failing until cleared within the campus timetable.
- Student Managers & Student Athletic Trainers – Must meet the same academic standards as athletes to participate in contests.

Aktivate Registration

All athletes must register in Aktivate and complete every required document before practicing or competing in any sport.

Duncanville ISD 9 WEEKS ELIGIBILITY CALENDAR 2025-2026

2025-2026 [Progress Report and Report Card Schedule](#)

[Duncanville ISD Honors Courses pgs. 30 - 32](#)

September	19th	First official eligibility grade check. Check grades on all students involved in extracurricular programs. {End of 1 st six week grading period} {For exceptions refer to DISD Honors Courses} Grades will be posted on September 19th at 3 PM for HS and 4:30 PM for MS
September	26th	End of 7 Day Grace Period: Students may GAIN OR LOSE eligibility at the close of the school day.
October	9th	RC 1 Official grade check for all students. {The end of the nine-week grading period.} Check grades on all students. {For exceptions refer to DISD Honors Courses}
All students failing or passing	Are academically eligible from the close of school on	October 9, 2025 , through the beginning of school October 20, 2025
October	27th	END of 7 Day Grace Period: Students may GAIN OR LOSE eligibility at the close of the school day. Students that passed 1 st nine weeks are eligible for the ENTIRE 2 nd nine weeks.
November	7th	Three-week grade check for ineligible students. Students must be passing ALL classes in order to regain eligibility.
November	14th	Ineligible students may gain eligibility at the close of the school day.
All students passing or failing	Are academically eligible from the close of school on	November 21, 2025, through the beginning of the school December 1, 2025.

December	5th	Three-week grade check for ineligible students. Students must be passing ALL classes in order to regain eligibility.
December	12th	Ineligible students may gain eligibility at the close of the school day.
December	19	RC 2 Official grade check for all students. {The end of the nine-week grading period.} Check grades on all students. {For exceptions refer to DISD Advanced Academic Courses}
ALL students passing or failing	Are academically eligible from the close of school	December 19,2025, through the beginning of school January 6, 2026.
January	13th	End of 7 Day Grace Period: Students may GAIN or LOSE eligibility at the close of the school day. Students that passed 2 nd nine weeks are eligible for the ENTIRE 3 rd nine weeks.
January	26th	Three-week grade check for ineligible students. Students must be passing ALL classes in order to regain eligibility.
February	2nd	Ineligible students may gain eligibility at the close of the school day.
February	16th	Three-week grade check for ineligible students. Students must be passing ALL classes in order to regain eligibility.
February	23rd	Ineligible students may gain eligibility at the close of the school day.
March	12th	RC 3 Official grade check for all students. {The end of the nine-week grading period.} Check grades on all students. {For exceptions refer to DISD Advanced Academic Courses}
ALL students passing or failing	Are academically eligible from the close of school	March 12,2026 through the beginning of school March 23, 2026.

March	30th	End of 7 Day Grace Period: Students may GAIN or LOSE eligibility at the close of the school day. Students that passed 3 rd nine weeks are eligible for the ENTIRE 4 th nine weeks.
April	13th	Three-week grade check for ineligible students. Students must be passing ALL classes in order to gain eligibility. (PR7)
April	20th	Ineligible students may gain eligibility at the close of the school day.
May	1st	Three-week grade check for ineligible students. Students must be passing ALL classes in order to regain eligibility.
May	8th	Ineligible students may gain eligibility at the close of the school day.
May	22nd	The end of the nine-week grading period. Last day of school

The Texas Way Program Expectations

Duncanville ISD Athletics is committed to developing student-athletes of character, discipline, and leadership. As part of this commitment, we have adopted **The Texas Way Program**—a statewide framework that promotes a consistent, values-based approach to athletics. This program aligns with our mission to foster excellence on and off the field through accountability, respect, and purpose-driven actions.

The expectations outlined below reflect our shared commitment to uphold **The Texas Way**:

1. Model Championship Behavior

- Demonstrate integrity, sportsmanship, and respect for all—teammates, coaches, opponents, and officials.
- Represent Duncanville ISD with pride, humility, and professionalism at all times.
- Win with class, lose with dignity, and compete with honor.

2. Uphold Program Standards

- Follow all athletic, academic, and behavioral policies outlined by Duncanville ISD, the UIL, and The Texas Way.
- Maintain eligibility by meeting academic and attendance standards.
- Prioritize team over self and contribute positively to the overall culture of the program.

3. Consistent Communication

- Maintain open, respectful communication with coaches, teammates, and school staff.
- Seek clarity and ask questions with the intent to grow and improve.
- Use social media responsibly and as a reflection of our values.

4. Embrace Accountability

- Be on time, prepared, and focused at all practices, meetings, and events.
- Take ownership of performance, behavior, and decision-making.
- Accept correction and feedback as opportunities for growth.

5. Leadership Through Service

- Serve the team, school, and community with a servant-leader mindset.
- Participate in community engagement efforts and mentorship opportunities.
- Demonstrate leadership by example, both in attitude and effort.

Coach Implementation of The Texas Way Program

Coaches are the front-line leaders responsible for delivering **The Texas Way Program** with consistency, clarity, and purpose. Each coach will be expected to:

- **Integrate Core Values into Daily Practice**
Begin each practice, meeting, or game day with a brief focus on one of the core principles (e.g., discipline, respect, accountability). This could be a quote, a teachable moment, or a reflection activity.
- **Reinforce Expectations Consistently**
Hold athletes accountable to behavioral and performance standards that align with The Texas Way. Address issues promptly and use them as teachable moments to reinforce program values.
- **Lead by Example**
Demonstrate professionalism, emotional control, and integrity in all situations—especially during adversity. Coaches should model the same standards they expect from athletes.
- **Use Common Language and Messaging**
Use *The Texas Way* terminology (e.g., “Win with Class,” “Serve the Team,” “Own Your Role”) in communication with players, parents, and colleagues to ensure alignment and understanding.
- **Collaborate Across Sports and Campuses**
Work with other coaches to share best practices, celebrate examples of The Texas Way in action, and maintain continuity throughout the athletic program from middle school through high school.
- **Track and Reflect on Program Impact**
Monitor progress through team culture checks, student-athlete feedback, and regular staff discussions. Make adjustments to ensure continued growth and alignment with the district's vision.

UIL Resources

The UIL provides services to its member schools in the organization and administration of region and state championships in 14 sports. The athletics homepage is designed to provide information on all UIL sponsored sports.

Rules, Guidelines, and Materials

- [Drone Policy](#)
- [6th Grade Participation Guidelines](#)
- [Four Day School Week](#)
- [Homeschool Participation FAQ](#)
- [Strength and Conditioning Program Regulations \(Summer and Off-Season\)](#)
- [2025-26 Tentative Sport Season Dates & Game/Tournament Limits](#)
- [Practice Outside the School Year](#)
- [Pre-Season Football Practice Limitations Q and A](#)
- [Charitable Cause Guidelines](#)
- [Round Robin Scheduling](#)
- [Non-School Participation Manual](#)
- [Booster Club Guidelines](#)
- [School Sponsored Camps](#)
- [UIL Resources for Game Administrators](#)

Educational & Training Programs

- [Certification Program Required Training](#)
- [NFHS Fundamentals of Coaching](#)
- [NFHS Teaching and Modeling Behavior](#)
- [Safety Training](#)
- [Weight Management Assessor Certification Program](#)
- [Concussion Education Training Course Syllabus](#)

Policy and Administration

- [Constitution & Contest Rules](#)
- [Eligibility Standards for UIL Contests](#)
- [No Child Left Behind - AYP Transfers and Varsity Athletic Eligibility](#)
- [Courses Eligible for No Pass No Play Exemption](#)
- [UIL Anabolic Steroid Testing Program Information](#)
- [Automated External Defibrillator \(AED\)](#)
- [Superintendent Reporting Requirements Under the Disciplinary Proceedings for Educators](#)
- [CSIET Approved Program List for Foreign Exchange Students](#)

City of Champions

Football - 1998, 2022, 2023

Volleyball - 1995

Boys Basketball - 1991, 1999, 2007, 2019, 2021, 2025

Girls Basketball - 1976, 1988, 1989, 1990, 1997, 2003, 2012, 2013, 2016, 2017, 2020, 2024

Girls Soccer - 1987, 1990

Boys Soccer - 1986

Girls Track - 2023, 2024

Boys Track - 1999

Baseball - 1975, 1976, 1990

