

## **SECTION XIV APPENDICES**

---

### **14.1 DEFINITIONS**

---

The following terms used in this handbook are defined or otherwise referenced for consistency:

**ACTIVITIES** - General term which applies to any athletic or non-athletic interscholastic program. Encompasses academic competition, sports, music, vocational contests and other events.

**ACTIVITIES COUNCIL** - The representative body of the Association's member non-athletic organizations, which oversees and makes recommendations to the NMAA Commission on issues related to activities.

**AD HOC** - A term referring to a temporary committee, which is formed to address a specific issue/problem/purpose.

**ADMINISTRATIVE HEAD** - The principal of a school or, in the absence of an identified principal, the superintendent, head teacher, director or chief administrator.

**ADMINISTRATOR** - A person reported to the State Education Agency as an administrator.

**ADVISOR** - The administrative head of an organization or the sponsor or head of a local education unit (school), club, organization or other non-athletic activity.

**AFFILIATE MEMBER** – Schools who are not regular members of the NMAA. Affiliate members are not allowed to participate in post-season play in some athletic and/or non-athletic activities.

**AFFILIATED PROFESSIONAL ORGANIZATIONS** - Associations involved with interscholastic education (including sports officials, coaches, athletic administrators and athletic trainers) which are connected with the NMAA.

**AGENTS** - Adult persons acting on behalf of a school, including employees (certified and non-certified), bus drivers, attorneys, volunteers, board members, booster club members and fans.

**ALL-STAR/ALL-STATE** - The selection of players to an honors team. All-Stars/State are selected by coaches for the NMHSCA games. The NMAA does not administer or recognize the selection of All-Star/State teams at any of its events.

**ALIGNMENT** - The method by which schools are arranged into districts for competitive purposes.

**ALTERNATIVE SCHOOL** - A public funded secondary school that is non-traditional in educational ideas, concepts, teaching methodologies and/or curricular requirements.

**AMATEUR** - An individual who participates in a sports activity without payment, fee or reimbursement in any form from the sport(s).

**AMERICANS WITH DISABILITIES ACT (A.D.A.)** - The Federal law identifying and governing persons with certain disabilities.

**ANNUAL MEETING OF SCHOOLS** - The gathering of member school representatives wherein the Association conducts required business and related discussion.

**APPEAL** - A request to have a case, issue or decision heard again before a higher authority.

**ARTICLES OF INCORPORATION** - The basic organizational document for the NMAA, as a non-profit corporation, as filed with the State Corporation Commission.

**ASSESSMENT** - Financial obligation of NMAA members levied by the Board of Directors for specifically identified purposes (i.e. extra game assessment, legislative/legal assessment, non-athletic assessment, etc.).

**ATHLETIC CLASS** - During the school year, a member school may allow participation in a particular sport during an “athletic” period.

**ATTENDANCE AREA** - The boundaries of a school district when only one public high school is contained therein, or the boundaries of a school attendance zone/area as established by the local board when more than one public school is in the district.

**ATTENDANCE, REQUIRED ON THE DAY OF PARTICIPATION** - There is no NMAA regulation which requires a student to have attended school the day of an activity in order to be eligible to participate on that day (or the subsequent day if it is a Saturday). Any rules in this regard are left to the local school/district to establish.

**AUTOMATED EXTERNAL DEFIBRILATOR (AED)** – A portable electronic device that automatically diagnoses the life-threatening cardiac arrhythmias of ventricular fibrillation and pulseless ventricular tachycardia, and is able to treat them through defibrillation, the application of electricity, which stops the arrhythmia.

**BASKETBALL GAME** - For the purpose of determining the number of games played by a player, such player is considered to have played one basketball game when he/she competes interscholastically in any part of a game, or in five or less quarters on any given day or night against the same school in multiple level competition such as freshmen/J.V., sophomore/J.V., J.V./varsity, etc.

**BEGINNING OF SCHOOL REPORTING INFORMATION/ON-LINE FORMS** - A series of on-line forms and/or reports where schools provide required information to the NMAA. This information and accompanying membership dues/service fees are to be submitted to the NMAA by September 1 of the current year to be eligible for participation. This information must be submitted through the on-line process.

**BEGINNING OF SEASON** - The legal starting date for a sport season.

**BLOCK SCHEDULE** - Non-traditional class schedule, normally consisting of a four-period day. In a basic 4x4-semester schedule, students take four courses each semester for about 90 minutes a day. Students must take a minimum of three courses each semester to maintain eligibility.

**BOARD OF DIRECTORS** - The thirteen-member body, which develops policy for the NMAA.

**BONA FIDE PARENTS** - The legally determined mother and/or father of said child or student or the person holding the highest level of legal custody (adoption).

**BONA FIDE RESIDENCE** – Residence or domicile where a student participant resides. See other criteria used to determine the one residence allowed under Section VI. There can be only one *bona fide* residence for eligibility purposes and such residence must meet the standards identified in the referenced section of the Handbook to the satisfaction of the Director (see also RESIDENCE).

**BRAIN INJURY LAW** – New Mexico law passed in 2010 that provides requirements for students who have received a sports-related brain injury or who exhibit concussion-like symptoms. The law also requires annual coach, parent, and student education on concussion symptoms and causes.

**CALENDAR OF NUMBERED WEEKS** - The master NMAA calendar that identifies each week in a year by a number in order to maintain schedules. Week #1 always contains July 1.

**CAMP** - See “Summer Camp.”

**CERTIFICATION/LICENSURE** - The process by which coaches are licensed by the State Education Agency. All head coaches, assistant coaches and volunteer coaches must be licensed.

**CHAMPIONSHIPS** - Term usually applied to state level events, wherein state trophies/awards are determined. Rules for conduct of the events may vary from the regular season.

**CHARTER SCHOOL** - A Charter School is a public school developed by one or more parents, teachers or community members authorized by the local school board or the Public Education Department to provide an alternative educational setting to parents and students in the public school system.

**CLASS/CLASSIFICATION** - A unit of division within NMAA member schools as determined by the Board and based on the number of students in grades 9-12. In some sports, classes are combined for post-season competition and state championships.

**CLASS LEVEL** - Student's grade level in the final four years of high school, as determined by semesters of attendance (not credits earned).

Semesters 1 & 2 - Freshman

Semesters 5 & 6 - Junior

Semesters 3 & 4 - Sophomore

Semesters 7 & 8 - Senior

**CLINIC** - A clinic is a one or two day learning situation held prior to or during the season of a particular sport.

**COACH** - A paid or volunteer individual working with a school team, organization, or activity under a written agreement and supervision of a member school. This person must be under contract of the local school and satisfy all NMAA requirements associated with that person's role. All coaches/sponsors/advisors must be licensed.

**COACHING** – Direct or indirect contact with current or prospective players for the purpose of providing instruction, information or guidelines regarding the current or upcoming season.

**COACHING OUT-OF-SEASON DURING THE SCHOOL YEAR** – Coaching by school personnel that takes place prior to or after the legally stated season, during the regular school year.

**CO-CURRICULAR** - An activity that is an extension of the classroom instruction which requires no more than five (5) hours per week or twenty (20) hours per month.

**CO-ED** – In reference to Spirit, any squad having two (2) or more male participants. Squads with one (1) male participant may choose to compete as Co-Ed or in their respective classification.

**COMMISSION** - The body, which reports to the Board of Directors through the Executive Director. Consists of 16 members, including eight elected public school administrators, an elected representative from the non-public member schools, as well as appointed representatives from the New Mexico School Board Association, New Mexico Athletic Directors Association, New Mexico High School Coaches Association, New Mexico Officials Association, New Mexico Association of Secondary School Principals, a representative from the Activities Council, and a representative from the Junior High/Middle School Committee.

**COMPETE WITH CLASS** - NMAA sportsmanship initiative designed to reinforce the education-based philosophy of interscholastic activities while providing positive sportsmanship direction and perspective to all entities involved.

**COMPLAINT** - Expressing written or verbal disagreement with policies and/or procedures governing all aspects of the Association.

**COMPETITIVE SEASON** - The time period during which interscholastic participation in a particular sport may be scheduled. There is often a date practice may begin, followed by a time frame in which contests may be played.

**CONCURRENT PARTICIPATION** – Participation in more than one sport or activity sanctioned by the NMAA during the same defined season or period of time.

**CONTEST** - A competition in which member schools participate in athletics or activities with the aim of determining a winner or rating. For example: game, meet, tournament, match, playoff, festival, etc.

**CONTRACT** - In reference to sports contests, the required written agreement between schools stating the conditions under which they are to play (date, time, site, etc.); also includes a minimum forfeiture fee. In terms of officials, the agreement (also required) under which an NMOA official will work a scheduled contest.

**COUNCIL ON STANDARDS FOR INTERNATIONAL EDUCATIONAL TRAVEL (CSIET)** - A non-profit organization committed to quality international educational travel and exchange for youth at the high school level. The CSIET “Advisory List” of approved programs is utilized by the NMAA when acting on petitions for International/Foreign Exchange student participation.

**CPR LAW** – New Mexico law passed in 2023 which requires coaches to maintain current certification in cardiopulmonary resuscitation (CPR), including training in the use of an automated external defibrillator (AED). The law requires in-person, hands-on training.

**CSIET** See Council on Standards for International Educational Travel (above.)

**CUMULATIVE PROVISION** - A method of calculating a student’s GPA for eligibility purposes using semester grades and including the first semester of the ninth grade.

**DAY STUDENT** - A student attending a private, parochial or boarding school and living with his/her parent(s).

**DAYS AWAY FROM SCHOOL** - The class attendance missed due to participation in interscholastic educational activities. While there is no NMAA restriction in this regard, State Statute 22-12-2.1 (derived from Senate Bill 106, in 1986) limits days missed for these activity purposes to 15 per semester

**“DE NOVO”** - The Latin term referring to the conduct of a hearing in which the testimony is re-heard. New testimony may not be presented which was not a factor in the original decision.

**DISTRICT** - The smallest sub-grouping of schools within a class, usually geographical, for competitive purposes.

**DUAL PARTICIPATION** – Students who participate in an NMAA interscholastic sanctioned sport during the same season and concurrently participate in the same sport outside the school but during the defined NMAA season.

**DUES** - Membership payments based on enrollment as set annually by the Board.

**EJECTION** - The action taken by an official to remove a participant/coach from an interscholastic event as a result of behavior or non-compliance with a rule. An ejection may also apply to the removal of a fan by an agent of the school.

**ELIGIBILITY** - The determination that a student meets the requirements (participation is a privilege and not a right) as outlined in Section VI.

**ELIGIBILITY LIST** - A required list of sport-specific eligible students must be submitted on line via Max Preps, certifying that each of the students meet all eligibility standards as defined in the Handbook. Additional names may be added as students become eligible during the season.

**EMERGENCY ACTION PLAN (EAP)** – Written action plan providing direction to first-responders and EMS in the event of a medical emergency.

**ENROLLMENT** - A student is considered enrolled when he/she attends part or all of one or more class periods at any time during the semester in any school.

**ETHICS, CODE OF** - The general standards under which personnel affiliated with the NMAA are expected to act in performing their roles related to the NMAA philosophy.

**EQUIPMENT, PROHIBITED** - Any item associated with a sport, which by rule is not allowed to be used out of season (i.e. football pads, helmets). In season, the National Federation rules prohibit certain types of sport specific equipment such as the use of certain baseball/softball bats.

**EXECUTIVE DIRECTOR** (NMAA) - The administrative head of the Association, appointed by the Board of Directors, responsible for the overall management of the organization, its events and all other subsidiaries thereof, among other responsibilities.

**EXHIBITION GAME** - A game used only to display, present or demonstrate to the public. Must be held prior to the start of the season. See "Season."

**EXTENDED TRIP** - Any site over 300 land miles from the nearest border of New Mexico. Schools are limited to one extended trip per sport per year.

**EXTRA-CURRICULAR** - Activities outside the regular curriculum, which require practice, performances and competition.

**FEEDER SCHOOL** - A school, either an elementary or junior high/middle school, which promotes its students upon completion of the academic program to a specific member senior high school based on attendance areas. Geographical boundaries are the primary determination for the feeder schools as they integrate to the high school attendance area.

**FINES** - Financial penalties resulting from missed deadlines for submission of reports and or schedules, failure to attend required meetings, and non-compliance with other handbook provisions as applicable.

**FOOTBALL GAME** - For the purpose of determining the number of games played by an individual, a student-athlete is considered to have played a football game when he/she participates interscholastically in eight or less football experiences in a consecutive five-day period.

**FOOTBALL EXPERIENCE** - Participating in more than one play on offense during a quarter OR participating in more than one play on defense during a quarter in the sport of football. Special Teams plays do not count as football experiences.

**FOREIGN/INTERNATIONAL EXCHANGE STUDENT** - An individual from outside the USA who, if enrolled in a member school and listed as approved by the C.S.I.E.T., may compete interscholastically for a maximum of one school year if not directly placed and successfully petitioned to the NMAA.

**FOREIGN STUDENT** – An individual from outside the USA who enrolls in a member school without establishing bona fide residence with his/her parents.

**FORFEIT** - The procedure in which a school is assigned an automatic loss in an event(s) due to their use of an ineligible player(s) or failure to appear or complete play as provided in the contract or agreement to compete.

**FULL-TIME STUDENT** - A student enrolled in a minimum of 51% of a school's regular class schedule (three classes if on a block schedule) and in regular attendance at an NMAA member school and who satisfies all eligibility requirements established through the NMAA.

**GAME** - It is considered a game if two or more schools, individuals or other entities (includes but is not restricted to club teams, recreational, parochial, private groupings or teams, camp or clinic teams or groupings, or any other school or non-school entity) meet on a common field or court and if any of the following elements are present: time kept, admission charged, score kept or officials used. The term "game" is synonymous with the terms "meet," "contest" or "match." (Also see "Scrimmage")

**GAME LIMITATION** - All NMAA sports have established maximums for the number of competitions which may be scheduled/played. The limits apply to both teams and individuals, exclusive of varsity post season play. For example, a varsity basketball team may play a maximum of 26 games during the regular season. An athlete may play in a maximum of 26 games total, including any same sport non-sanctioned games/events.

**GOOD STANDING (Student)** – The Student left the previous school scholastically eligible to participate under NMAA guidelines, had a clean discipline record, acceptable attendance record, and no fines, fees and/or outstanding debts owed to the school.

**GOOD STANDING (Official)** - The determination that an NMOA registered official has not committed any action or other procedural error/failure, which would make it inappropriate to call/work a contest in accordance with criteria established by the Executive Director. Applies to regular and post-season contests.

**GRACE PERIOD** – The seven (7) school-day period from the last day of the grading period/semester for grades to be gathered and recorded for scholastic eligibility purposes.

**GRADE POINT AVERAGE** - Based on 4.0 scale, total grade points divided by classes completed (A=4, B=3, C=2, D=1, F=0). Honor courses may be weighted on a different scale.

**GRADING PERIOD** - A period of either six (6) or nine (9) weeks, whichever is applicable for an individual school district. The grading period ends the day before the next grading period starts.

**GROUP LEADER** - Individuals who coordinate the meetings/reporting of officials' attendance information in a particular community (group).

**HALL OF FAME (NMAA)** - The featured Hall of Pride and Honor display that includes the plaques honoring distinguished inductees of the NMAA's Hall of Fame awarded on the basis of their service to the Association. The Hall of Fame is an honored NMAA award presented at the State Basketball Tournament.

**HANDICAP/DISABILITY** - A physical or mental condition that makes a task more difficult.

**HARDSHIP** – Eligibility cases which include extraordinary medical, financial or other circumstances that occur or are initiated within the immediate household of the student being petitioned and are deemed to have contributed to non-compliance with specific eligibility rules.

**HEALTH AND SAFETY SELF-AUDIT** – Annual assessment tool for high school athletic directors to evaluate their athletic program's status in meeting current legal standards in the area of student-athlete health and safety.

**HOME SCHOOL** - A residentially confined educational program by a parent, guardian or other person having custody of a school age person who instructs a home study program that provides a basic academic educational curriculum including but not limited to reading, language arts, mathematics, social studies, and science.

**IMPERMISSIBLE BENEFIT** - Any arrangement, assistance or benefit that is not offered or generally made available to all students and/or their families who apply to or attend a school, or that otherwise is prohibited by NMAA rules.

**IMPERMISSIBLE CONTACT** - Contact, either directly or indirectly, whether in person or through written or electronic communication, by a school employee, athletic department staff member, representative of the school's athletic interests or third parties, such as an independent person, business or organization, with a student or any member of the student's family, in an effort to pressure, urge or entice the student to attend a different school for the purpose of participating in interscholastic athletics.

**INDEPENDENT COMPETITION (status/competition)** - A school may declare to the NMAA its intent not to compete for post-season honors identified as "independent" in that or those particular sports. A Student must represent his/her school, as there is no "independent" or "unattached" status for individuals.

**INDEPENDENT STATUS** - A school competing against other schools but not for the championship in that sport. Not eligible for post-season play.

**INDEPENDENT STUDY (“IN PROGRESS”)** – A course of study or class that may or may not be outside a school’s regular curriculum yet satisfies the local requirements for graduation as an offering. This may be an accelerated class or an offering that is not necessarily identified in a school’s bulletin, which identifies course selections. Independent study classes must be approved locally as graduation credits. Semester grades are required to satisfy NMAA eligibility requirements.

**INDIVIDUAL SPORT** - Any sport that utilizes one competitor in an event, with the results of that competition contributing to the team’s total points, (i.e. cross-country, golf, swimming & diving, tennis, track and field and wrestling).

**INELIGIBILITY, PERIOD OF** - A length of time during which a student may not participate in interscholastic activities due to insufficient scholastic achievement or as a result of transfer regulations or other NMAA eligibility/sanctioning requirements. (See Section VI)

**INTERMEDIATE BASKETBALL** - A ball measuring 28 1/2 inches in circumference, weighing 18-20 ounces (NCAA women’s size ball). Used in NMAA interscholastic girls basketball play.

**INTERPRETATION** - An informal response, either written or verbal to a question from the “field,” given by one of the NMAA Directors.

**INTERSCHOLASTIC ACTIVITIES** - Athletic/non-athletic/academic activities in which Junior High/Middle School or Senior High school students compete on a school vs. school basis. Performance activities such as band, speech, drama, etc. may be viewed as competitive arenas both internally (ratings by individual schools) and externally (comparisons of individual or school ratings with a view toward determining an ultimate winner).

**INTRAMURAL** - Competition involving participants from a single school.

**INVESTIGATION** - An inquiry into a situation observed or reported to the Association, for the purpose of determining the validity of the claim and/or for assigning the appropriate sanction or penalty.

**JUNIOR HIGH/MIDDLE SCHOOL COMMITTEE** - A standing body of the NMAA, which oversees and recommends changes regarding the rules and regulations of activities/athletics of the Junior High /Middle School division.

**JUNIOR HIGH/MIDDLE SCHOOL TEAM** - A team composed of students from the grades 7, 8 and 9. Excluding football, 6<sup>th</sup> grade students may participate on the Junior High/Middle School team as long as the local district allows participation.

**MASTER CALENDAR OF REPORTS** – A calendar showing the due dates for standard reports to the Association.

**MATCH** – Any event held between two schools in selected sports such as golf, tennis, wrestling, etc.

**MATCH ASSIGNORS** - Individuals who contract with schools to provide the services of assigning officials for selected sports.

**MEMBERSHIP** – An average of 80-day enrollment count numbers of students grades 9 through 12 (inclusive of special education “C” and “D” students) for the second and third years prior to the start of a new block and the 40-day enrollment count numbers just prior to the start of a new block as reported by the school State Education Agency.

**MERCY RULE** - Procedures whereby games are either shortened or sped up to compensate for an unbalanced score between the opponents. Used in football, basketball, baseball, soccer and softball.

**MIDDLE SCHOOL** - A school organized for students between elementary and senior high. Usually encompasses grades six through eight.

**MULTIDISCIPLINARY TEAM** - A group of individuals assembled to review and decide upon a special education student's Individual Educational Plan. (IEP)

**MULTIPLE HIGH SCHOOL DISTRICT** - A public school district that includes more than one comprehensive high school and attendance area.

**NAME, IMAGE, AND LIKENESS** - Generally refers to a student-athlete and their identifiable factors that make the individual unique.

**NATIONAL FEDERATION OF STATE HIGH SCHOOL ASSOCIATIONS (NFHS)** - All state high school associations, such as the NMAA, belong to the National Federation. This association provides many services, sport rulebooks and other publications. (See 1.5)

**NEW MEXICO ACTIVITIES ASSOCIATION (NMAA)** - A membership led organization established to promote and supervise interscholastic athletics/activities within the state.

**NEW MEXICO HIGH SCHOOL ATHLETIC DIRECTOR'S ASSOCIATION (NMADA)** - This organization is affiliated with the NMAA and includes in its membership athletic administrators of Senior and Junior High/Middle Schools.

**NEW MEXICO ATHLETIC TRAINERS ASSOCIATION (NMATA)** - This organization includes persons employed by various schools in the roles of sports medicine/athletic trainers. This organization assists with the scheduling of athletic trainers for NMAA state championships.

**NEW MEXICO HIGH SCHOOL COACHES ASSOCIATION (NMHSCA)** - This organization works in conjunction with the NMAA, and operates with an independent executive secretary, constitution and executive board. Coaches and schools become members by paying dues. Major activities of this association are a summer clinic training session and all star games for seniors in selected sports.

**NEW MEXICO OFFICIALS ASSOCIATION (NMOA)** - The organization is under the umbrella of the NMAA and includes registered sports officials who work NMAA events. It is housed at the NMAA headquarters and operates under its own constitution and bylaws. (See Section XI)

**NEW MEXICO SCHOOL BOARDS ASSOCIATION (NMSBA)** - This organization includes the Boards of Education of the public school districts of the state.

**NEW MEXICO STATUTES ANNOTATED (NMSA)** - The codification of state law which is periodically accomplished by the Legislature.

**NEW MEXICO COALITION OF EDUCATIONAL LEADERS (NMCEL)** - The organization of 89 local public school district administrative heads (superintendents).

**NEW SCHOOL** – Any school that did not play in a given classification/conference/district the prior year.

**NON-MEMBER SCHOOL PARTICIPANTS** – Students attending a non-member school, such as but not limited to an alternative, charter, magnet, private, or home school. (See Section X)

**NON-MEMBER PRIVATE SCHOOL** – A private school (See “PRIVATE SCHOOL”) that is not a member of the New Mexico Activities Association.

**NON-PUBLIC SCHOOL** - Any State Education Agency accredited BIA/Tribal, boarding, private or parochial school.

**NON-SCHOLASTIC** – Generally refers to anything not tied to academics or school. For competition purposes, non-scholastic refers to competition (games, matches, meets, etc.) not sanctioned or directed by a secondary school, school district or state secondary school athletic governing body.

**NON-VARSITY TEAMS (INDIVIDUAL)** – School teams which play at levels other than its varsity level, such as, but not restricted (in name) to junior varsity, B or C teams, etc. and who cannot compete in post season play as per NMAA policy.

**OFFICIAL** - Refers to game, contest, event, activity, etc. personnel (paid or volunteer) which may include but is not confined to referee, umpire, judge, monitor, scorekeeper, clock operator, inspector, among other designators that may be applicable to a particular sport or activity.

**OFFICIAL SCOREBOOK** - The document in which the official record of a contest is kept, such as is used in basketball, baseball, soccer, softball, track and field, volleyball, and wrestling. The home team or event management is responsible for providing a qualified scorekeeper (adult in varsity contests), who then is considered part of the officiating team for the event.

**OFFICIAL VOTER** - An official representative of a school, designated by the local Board of Education or governing body, to vote on matters pertaining to the official business of the Association and to represent the school at meetings of the Association.

**OPEN ENROLLMENT CHOICE** - The decision regarding which school a student chooses to attend. This choice is made on the first day of the first semester of the ninth grade, and attendance at any school in one class period for any length of time constitutes making this choice. If an athlete participates during his eighth grade year at the high school level, then that is his/her open enrollment choice. (See Section VI)

**OPEN GYM** – Any school gymnasium or other facility which is expressly made available to the general student population without any coaching, training, or instruction other than the safe use of the facilities, and no person is restricted from observing the facility.

**OPEN MEETINGS ACT** - The term referring to any state statutes, which regulate the manner in which public bodies advertise and conduct their meetings. (NMSA, 1978, 10-15-1 through 4).

**OUT OF SEASON** – The period of time during the school year but outside of a sport’s defined season.

**PARTICIPANT** - A student who represents his/her school for any period of time. A participant is any Student who has an official role with an NMAA sanctioned program, including, but not limited to, managers, statisticians, team videographers, etc.

**PARTICIPATION** – It shall be considered a season of participation in that sport when a student has practiced at that school for five (5) or more days after the official practice start date.

**PETITION** - A procedure to request varsity eligibility for an incoming transfer student.

**PHYSICAL FITNESS** - The condition of a student who participates in a sport. The physical fitness of a student must be determined prior to participation by a pre-participation examination conducted by an approved medical provider on or after April 1 of the preceding school year.

**POOL PLAY** - A procedure of abbreviated competition for seeding volleyball teams into the available berths for a tournament bracket. Qualifying teams are divided into pools of an equal number of teams. Pool play matches do not count against match limitations, but a tournament that is conducted with only the pool play format is illegal.

**POST SEASON PLAY** - NMAA sanctioned playoff events/tournaments/contests which follow the regular season as defined in this Handbook. Post-season play continues until the individual, team, school, etc. (whichever is applicable) is eliminated.

**PRACTICE** - A structured period in which a coach or other agent of the school directs the activities of a sports team or part of a team. If a Student has not previously been a participant in a particular athletic program, the tryout period is not considered practice. If a Student has been a participant in a particular athletic program the previous year, the start of the “tryout period” is considered practice. The tryout period ends one (1) day prior to the first contest in that sport. Schools may not practice together at any time while in season. (Also see “Scrimmage”)

**PREFERENTIAL LIST** - The listing of NMOA officials in a sport, on which school personnel (coaches, etc.), can indicate a rating (preference) as to whether or not the official will be used in games involving that school.

**PREVIOUS SCHOOL** – The prior accredited educational institution in which a student attended, regardless of sponsorship/funding (public, private, tribal, independent, parochial, alternative, etc.).

**PREVIOUS SEMESTER** - The semester preceding the current semester, in which the student was in attendance ten or more school days or participated in one (1) or more interscholastic athletic contests during that semester.

**PRIVATE SCHOOL** – A school, other than a home school, that offers on-site programs of instruction and is not under the control, supervision or management of a local school board. The school is supported by a private organization or private individuals rather than by the government.

**PROBATION** - Disciplinary action in which the activities of a school’s players or employees are monitored regarding compliance with Association regulations.

**PROTEST** - To make an objection to something such as, but not limited to the status of an individual, the conduct of an individual or team, an action committed by a player, school employee, fan or official.

**PUBLIC EDUCATION DEPARTMENT** – New Mexico State Education Agency. The state agency, which has the statutory authority of supervising educational activities in New Mexico.

**QUORUM** - The number of members of a board, commission, council, committee or assembly that must be present if the business conducted is to be considered legal or binding.

**RALLY SCORING** - A term used in volleyball where every service except a re-play or re-serve results in a point, regardless of which team is serving. If the serving team wins the rally, it receives a point and continues to serve. If the receiving team wins the rally, it receives a point and the ball for service.

**RECRUITING** - An act, on behalf of, or for the benefit of, a school, including impermissible contact, which attempts to influence a student to transfer to a member school to participate in athletics, including the offer of improper benefits not available to all members of the student body. Providing impermissible benefits not available to all members of the student body to an already enrolled student to influence that student to remain at a member school including recruitment under the guise of academics is also considered recruiting.

**REFERENDUM** - The process by which the membership votes on rule changes to the NMAA Handbooks. A referendum question requires a favor/do not favor response by the official voter in schools, which are affected by the issue in question. All ballots must also be signed by the superintendent/headmaster.

**REGIONAL** - Sub-grouping of schools within a class, usually geographical, for state-qualifying purposes. Used in place of the district tournament in the sport of wrestling and under the direction of the host District Chairperson or his/her designee.

**REPRESENTATIVE OF A SCHOOL’S ATHLETIC INTERESTS** - Any independent person, business or organization that participates in, assists with and/or promotes a school’s interscholastic athletic program.

**REPRIMAND** - Disciplinary action in which a player, employee or school is informed of negligence in complying with the regulations of the Association.

**RESIDENCE** - The “*bona fide*” residence is determined by considering/evaluating the following criteria:

- Does the Student’s Parent, Legal Guardian, or other person whose residence determines the Student’s residence own a house or condominium or rent a house, apartment, or other living quarters in the school district and attendance zone? Parents must provide documentation to verify the purchase, lease, or rental of a home or living quarters located in the new attendance zone. A lease or rental agreement must be for at least one year in duration.
- Does the Student and Parent or Legal Guardian have their furniture and personal effects in the new district and attendance zone? There shall not be any personal effects or furniture belonging to the family at the previous residence.
- Does the Student and the Parent or Legal Guardian receive their mail (other than business or office mail) in the new district and attendance zone? The family shall submit a change of mailing address to the Post Office.
- Do the siblings of the Student attend schools within that attendance zone?
- Do the Parent(s) or Legal Guardian(s) regularly live in the new district and attendance zone and intend to live there indefinitely?
  - The new residence shall accommodate the entire family.
  - The former residence shall be on the market at a reasonable market price, or sold, or the lease or rental agreement shall be terminated, or the home abandoned.
  - All utilities and telephone services shall be disconnected or no longer in the family’s name.
  - Items used for personal identification purposes should reflect the current/new address.

**RESTRICTION** - A disciplinary action, which enables a school or player to participate in regular season contests, but prohibits participation in play-off or state level contests.

**REVENUE** - Any funds, which are generated for the Association within interscholastic activities, primarily including, gate receipts. However, other sources of revenue are included, such as membership dues/service fees and corporate sponsorship efforts as well.

**ROSTER** - A listing of students who are eligible to participate in a given contest(s).

**RULES CLINIC** - Sport-specific rules and Association update meetings sponsored by the NMAA, held annually and/or posted online at [www.nmact.org](http://www.nmact.org). It is required that the head coach from each sport/gender in the Senior High annually attend a rules clinic.

**RULING** - A formal written response to a question or petition from the field, issued by the NMAA Executive Director.

**SCHOOL** - An educational institution, regardless of sponsorship/funding (public, private, tribal, independent, parochial, alternative, charter, home, etc.). “Secondary” refers to schools beyond the elementary level. Schools accredited/approved by the Public Education Department may apply for NMAA membership.

**SCRIMMAGE** - A practice competition between two (2) or more schools where time and score are not kept, admission is not charged, and paid officials are not used.

**SEASON(S)** – Seasons are defined as the time when sports are played from the first day of practice to the end of the state tournament, or when a team is eliminated through the NMAA sponsored qualifying series at the varsity level.

**SEASON END** - A season ends when a team/individual does not qualify for post-season play or is eliminated from post-season play. Post season play refers to play-offs, district, and state tournaments.

**SEASON END – NON-VARSITY LEVEL** – Non-varsity seasons conclude at the end of regular season play, as schools are not permitted to participate in post-season play in any athletic event at the non-varsity level.

**SEMESTER (90 days, 180 days/two semesters)** - A period of time traditionally encompassing one half of an academic year (90 school days). State law requires a year to last at least 180 school days or the equivalent.

**SEMESTER ENDS** - The semester ends on the last day of classes of the semester (based on traditional/conventional 90 school day system) as indicated by the school's adopted academic calendar.

**SENIOR HIGH TEAM** - A team representing a member senior high school and involving students from grades 8-12, maximally.

**SINGLE SITE** - One location or city; multiple facilities may be used.

**SPECIAL EDUCATION** - Services offered/provided to students designed to address exceptionalities identified by a diagnosis and prescribed in the Individual Education Plan/Program (IEP).

**SPECIALIZED SPORT TRAINING** - Generally refers to non-scholastic, sport-specific training and/or competition. Specialization sport training programs include, without limitation, non-school sponsored sports training academies or facilities that recruit participants for specialized training. Specialization sport training programs also include non-NFHS member prep school, non-scholastic team/program, or municipal sports teams.

**SPONSORS** - (see "COACH")

**SPORTS SPECIFIC COMMITTEES** - Committees that are established to gain input from the practitioners in the field relative to the conduct of sports (team and individual).

**STATE ASSOCIATION ADOPTION** - National Federation Sports Rulebooks provide for some variance from their guidelines in some instances. When adopted, the Association, through the Board of Directors exercises its right to use said variance from the rules.

**STATE DEPARTMENT OF EDUCATION (SDE)** - The state agency which has the statutory authority of supervising educational activities in New Mexico.

**STATE EDUCATION AGENCY** – Refers to the state agency which has the statutory authority of supervising educational activities in New Mexico (New Mexico State Department of Education/New Mexico Public Education Department).

**SUB-VARSITY/NON-VARSITY** - Any team or contest which involves play below the varsity level such as junior varsity, C-team, sophomore, freshman, or Junior High/Middle School teams.

**SUMMER** - The period between the completion of the traditional/conventional academic year and the start of the new academic year.

**SUMMER CAMP** - Two or more day period of intense involvement/instruction in one or more sports. A day is defined as any part of the day; i.e., one minute to twenty-four hours in length. These camps are held in the summer, as defined above.

**SUMMER PROGRAM** - School specific summer athletic activities lasting in excess of five days dedicated to training student-athletes for the upcoming school year. A day is defined as any part of the day; i.e., one minute to twenty-four hours in length. These programs are held in the summer, as defined above.

**SUMMER SCHOOL** - An extension of the spring semester.

**SUSPENSION** - Disciplinary action in which a school or student is prohibited from participating in a given activity(s)/sport(s) for a stated period of time.

**TOURNAMENT** - When three or more schools meet and play a series of contests for the purpose of determining a champion by elimination or any other method. No pre-tournament contest may be played for the purpose of seeding into the tournament and be called a part of said tournament (exception: volleyball pool play). Participation usually by invitation of the host team during the regular season.

**TRADITIONAL SCHEDULING** - An academic schedule that requires the student to be taking a minimum of four (4) classes. Usually consists of six (or more) class periods a day.

**TRANSFER** – A Student who enrolls in a high school outside the attendance boundaries of the Student’s bona fide residence or resides with someone other than his or her Parent(s) or Legal Guardian(s) after his/her initial open enrollment choice, or who transfers to his/her home district school after an open enrollment choice, is classified as a transfer Student and is subject to all transfer rules and regulations. See 6.5, 6.6.

**TRANSCRIPTS** - The record of scholastic achievement containing the letter grade/percentages for students. Used to determine scholastic eligibility.

**TRIBAL/BIA/CONTRACT SCHOOLS** - Any institution involved with educating Native American students which is not directly associated with a public school district.

**UNSPORTSMANLIKE CONDUCT** - Non-compliance with sport specific rules and NMAA policies, including behaviors incompatible with “Compete with Class” and the interscholastic educational objective; for example, taunting, inappropriate language, use of controlled substances and other actions by participants, coaches or other agents of schools, including fans. Acts of unsportsmanlike conduct are subject to sanctions by the NMAA which may include season and/or year-long suspensions of fans and/or teams (7.7.4).

**UNDUE INFLUENCE** - Providing an impermissible benefit to a prospective student-athlete and/or family member by school employees, athletic department staff members or representatives of a school’s athletic interests, to secure or encourage the attendance of that student for athletic purposes.

**UNITED STATES GOLF ASSOCIATION (USGA)** - Rules are published for the sport by this national governing body in lieu of a National Federation rulebook and are used for NMAA golf competition.

**UNITED STATES TENNIS ASSOCIATION (USTA)** - Rules are published for the sport by this national governing body in lieu of a National Federation rulebook and are used for NMAA tennis competition.

**VARSITY** – The highest level or principal team which represents its school in Interscholastic Activities. (Each school is allowed only one team per gender, where applicable, at the varsity level).

**VARSITY REGIONAL ASSIGNING COORDINATORS** – The NMAA member schools utilize varsity regional assigning coordinators in the following sports: baseball, basketball, football, soccer, softball, swimming and diving, track and field, volleyball, and wrestling. The state is divided into a number of regions, which varies by sport, and each school is placed into one of those geographic regions. Varsity regional assigning coordinators are used to oversee officials and schedule varsity contests in those sports. Varsity regional assigning coordinators are selected by the member schools and invoices for services are processed by the NMAA office. All sub-varsity invoices are processed directly by the member schools.

**WAIT-OUT PERIOD** – The period of time when a student must sit out of competition at varsity or non-varsity levels depending upon the ruling from the Executive Director (180 school/365 calendar days, etc.) based upon the information submitted through the petitioning process.

**WEEK NUMBER** - The Association’s calendar system in which each week is identified for scheduling purposes. Week # 1 is always the week containing July 1st.