



Cimarron Elementary-Middle School

**Student Handbook
2024-2025**

RAMS

Responsible **A**cademic **M**odels of Courtesy **S**afe

“Striving for Success, Inspiring Self-Worth, Rising to the Challenge”

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Welcome to Cimarron Elementary-Middle School for the 2024-2025 school year! We are so excited to have you and can't wait to see the many things you will accomplish this year and the growth you will make! We encourage you to be RAMS daily, always being Responsible, Academic, Models of courtesy and Safe!

The following pages describe the guidelines for student expectations for both academics and behavior. This handbook has been prepared to inform you, and to better acquaint you with the purpose and ideals of your school. Please read it carefully, and keep it as a valuable reference guide. **New or updated information for this year has been highlighted.**

We are proud of our students. We sincerely hope you will be one of those students who take advantage of the programs the community has provided for you. We are also proud of and grateful for our families and community supporting our students!

**Alberta Martinez,
Principal
575-376-2512, ext. 202**

CIMARRON ELEMENTARY/MIDDLE SCHOOL PHILOSOPHY

The philosophy of this school is to provide a school that exists for the child. No action should be taken and no decisions made which would in any situation violate this basic principle.

In order to implement the above-mentioned basic principle, the staff is committed to the following objectives, in support of The Whole Child. We believe that every child should be: Challenged, Healthy, Engaged, Safe and Supported:

1. Constant efforts should be made to meet the needs of individual children.
2. The acceptance of each child as a human being regardless of his/her race, creed, religion or economic standing.
3. The creation of a school environment that is structured to help the child learn respect of self and all members of society.
4. Teachers should make every effort to develop a caring attitude towards students, parents and colleagues.

“The life of a teacher is to elevate hope and confidence above cynicism and despair”

Douglas B. Reeves

I. RESPONSIBILITIES

A. STUDENT RESPONSIBILITIES:

1. Attend all classes and be on time.
2. Be prepared for each class with appropriate materials and assignments.
3. Come to school in proper clothing.
4. Respect the rights, feelings and property of others.
5. Keep hands, feet and other objects to him/herself.
6. Maintain honesty and integrity at all times. Do his/her own work.
7. Obey all school and classroom rules.
8. Use appropriate language. There will be a low tolerance for profanity including substitute words.
9. Leave Cell Phone at home or keep it in your backpack/locker turned off

B. PARENT RESPONSIBILITIES:

1. Make every effort to provide for the physical needs of the student.
2. Teach the student to pay attention and obey the rules.
3. Make sure the student attends school regularly, and report and explain absences or tardies to the office.
4. Encourage the student to develop proper study habits at home and school.
5. Participate in student led conferences to discuss the student's progress and welfare.
6. Keep informed of school policies and academic requirements of school programs.
7. Make sure the student is appropriately dressed for school and school activities.
8. Discuss report cards and school assignments with the student.
9. Provide time in a quiet place for the student to study and encourage the student in schoolwork and homework assignments.
10. Bring to the attention of the school authorities any learning problems or conditions that may relate to the student's education.
11. Maintain up-to-date home, work and emergency telephone numbers and other pertinent information at the school.
12. Make sure the student attends school tutorials as needs arise.
13. Collaborate with school administration and teachers.

C. TEACHER RESPONSIBILITIES:

1. Perform their teaching duties with ample preparation, appropriate instructional Techniques, and a variety of resources and materials.
2. Comply with district and school policies, rules, regulations and directives.
3. Maintain an orderly classroom atmosphere conducive to learning.
4. Teach to the competencies of performance, outlined by the expectations of license Level, and to the Common Core State Standards, as defined by the state of NM.
5. Establish rapport and an effective working relationship with parents, students and other staff members.
6. Encourage the growth of self-discipline in students.
7. Foster good work habits that will lead to the accomplishment of good personal goals.
8. Serve as an appropriate role model for students in accordance with the standards of the teaching profession.
9. Collaborate with parents and administration.

D. ADMINISTRATOR RESPONSIBILITIES:

1. Promote effective training and discipline for all students.
2. Encourage parent communication with the school.
3. Respond to discipline problems referred to them by teachers.
4. Provide appropriate assistance to students in learning self-discipline.
5. Assume responsibility and instructional leadership for discipline.
6. Serve as an appropriate role model for the students in accordance with the standards of the profession.
7. Collaborate with parents and teachers.
8. Keep parents informed of school policies and academic requirements.

II. GENERAL INFORMATION FOR PARENTS

A. School Hours

1. Student hours are 7:55am – 4:07pm. Breakfast will be served to all students from 7:45-8:00. Please do not send your children to school before 7:45am. There is no one on duty to supervise them until 7:45am.

B. Breakfast and Lunch Information

1. Breakfast is FREE to ALL STUDENTS.
2. Elementary and Middle School Lunch is FREE to ALL STUDENTS.
3. Adult Lunch Price: \$3.50

****PLEASE: we need all families to continue to fill in the lunch application.**

III. ATTENDANCE POLICY AND PROCEDURES

You cannot learn the presented curriculum if you are not in school, and make-up work is a poor substitute for the verbal information and explanation you miss when you are not in class. There is a direct relationship between regular attendance and good grades, so you should attend school regularly each day unless prevented from doing so by illness or other emergencies.

Personal business and medical/dental appointments should be scheduled on non-school days. You are at school only 150 days during the year, so it is important to schedule all other activities on non-school days. See the attendance chart on the next page.

Attendance is based on 150 scheduled days in the school year. Teachers and the attendance office record tardiness and absences, and a record of school attendance is kept in the student's permanent file.

BE PRESENT EVERY DAY!!

A. Absences

1. Excused Absences:
 - a) Illness of student, doctor's appointment (must be verified with a note from the doctor), or death in the family.
 - b) Personal Business, as pre-approved by Administration.

- a) Extended illness (3 days or more)- must be verified with a note from the doctor.
- b) Any school-sponsored activity is excused and will not count as part of the eight absences.
- 2. Any absence above eight (5) per semester will require a Parent Conference.
- 3. Parents are expected to call the school secretary to notify of absence by 9:00AM on the day of the absence. (575-376-2512, ext 201)

B. Returning to school after an absence

You must bring a written note to the school office on the day following the absence. It must be signed and dated by your parent/guardian, or doctor.

C. Check Out Policy

If it is absolutely necessary to check your child out, parents MUST sign him/her out at the school office. Students that leave campus without permission will be considered truant and will be subject to disciplinary action. Again, please remember that it is critically important to your child’s learning that he/she is at school.

IV. ACADEMICS

A. Grades and Report Cards

Grading periods are nine (9) weeks in length; grades are reported four (4) times a year. Report cards will be issued following the end of each nine-week grading period. In the event of an

1 or 2 days a week doesn't seem like much but...

If your child misses...	That equals...	Which is...	And over 13 years of schooling that's...
1 day every 2 weeks	20 days per year	4 weeks per year	Nearly 1 ½ years
1 day per week	40 days per year	8 weeks per year	Over 2 ½ years of school
2 days per week	80 days per year	16 weeks per year	Over 5 years
3 days per week	120 days per year	24 weeks per year	Nearly 8 years

How about 10 minutes late a day? Surely that won't affect my child?

He/she is only missing just...	That equals...	Which is...	And over 13 years of schooling that's...
10 mins per day	50 mins per week	Nearly 1 ½ weeks per year	Nearly ½ year
20 mins per day	1 hr. 40 mins per week	Over 2 ½ weeks per year	Nearly 1 year
30 mins per day	Half a day per week	4 weeks per year	Nearly 1 ½ years
1 hour per day	1 day per week	8 weeks per year	Over 2 ½ years

EVERY DAY COUNTS
 If you want your child to be successful at school then, **YES, attendance does matter!**

“Incomplete” grade, students will have eight (8) school days after the “Incomplete” grade quarter to complete the missing assignments in order to have a grade put in. Mid-term failing (or warning) notices are sent home at the midway point of each

quarter. Parents are strongly encouraged to attend student conferences. Parents have access to their child's grades through PowerSchool, our online system. If you need assistance with the link or login information, please contact the building secretary.

B. Homework

Homework is necessary to help students develop good study habits, accept responsibility and manage time. Homework will be assigned at all grade levels. Students should set aside a special time daily and use this time wisely. Parents should create a home environment that encourages student learning.

C. Academic Honors

1. Qualifications for Superintendent's Honor Roll

Maintain a grade average of 90 in all classes with no grade below an 85.

2. Qualifications for Principal's Honor Roll

Maintain a grade average of 85 in all classes with no grade below an 80.

D. Academic Cheating

Students guilty of cheating on an assignment or exam will receive a "0" grade for that particular assignment or exam as well as be subject to disciplinary action.

E. Plagiarism

Students commit plagiarism when they use someone else's words, ideas, or creative productions as if they were their own. In publications, plagiarism is illegal, and in scholarly work, it is unethical. Assignments are plagiarized if they are completed in whole or part by anyone other than the student who claims credit. Copying homework, computer work, test answers, or creative production of any kind is plagiarism. Submitting a paper or signing a name to a creative project that has been originated in any way by another is plagiarism.

Claiming credit for a draft that contains rewording of handwriting by anyone other than the student is plagiarism (this will include any work generated by AI). Although teachers often encourage students to seek help from friends or family in completing assignments, that help must be limited to suggesting ways students could correct or edit their own work. Plagiarism can occur from printed material, the internet as well as from people, but students can avoid plagiarism by precisely quoting borrowed material and carefully crediting the source. Students must submit their own work for credit.

Anyone who allows someone else to copy his or her work will receive the same consequences as the plagiarizer. On the first offense the student will lose credit for the assignment and the parents may be called in for a conference with a teacher and principal. A subsequent offense could result in the loss of credit for the class.

V. POLICIES AND GUIDELINES FOR STUDENT CONDUCT

Our goal at Cimarron Elementary/Middle School is to maintain a pleasant and safe learning environment based on a mutual respect between staff and students. We expect students to be fully aware of and to carry out their duties and responsibilities as partners in the educational process.

A. General Guidelines for Student Conduct

Standards for student conduct are based on the premise that all students are entitled to an environment free from harassment or unsafe practices. Students are expected to conform to school policies and to all classroom rules. Failure to comply with the regulations, which are set forth by the teachers and administrators, will result in disciplinary action.

B. Disciplinary Procedures

All staff members are charged with responsibilities of working to eliminate student behavior problems described herein, and to use appropriate methods for governing student conduct. Consequences for infractions related to classroom conduct shall be enforced by individual teachers. Student referrals to the principal shall be made only when teacher efforts prove ineffective, if continued violations occur, or if the offense is listed under the next section titled "Unacceptable Behavior".

C. Unacceptable Behavior to be Referred to Principal

The principal will maintain an overall consistency in governing student conduct but reserve the right to treat each student individually, according to the particulars of the incident. Discipline for special education students will follow the same procedure as the rest of the student body, unless exceptions have been prescribed by the I.E.P. committee and have been noted in the student's total service plan.

Disciplinary actions may include but not limited to the following: lunch/after school detentions, Monday school attendance, in-school suspension, short/long term suspension, loss of extracurricular activity privileges, loss of bus transportation, law enforcement referral, and expulsion. Students suspended or expelled are not allowed on campus and are prohibited from participating in any school-related activity or attending athletic "home" games.

"In-school suspension" means suspension from classes but remaining at school in a designated area. "Detention" means restricting a student's liberty during the regular school day or when other students are free to leave the school. "Short-term suspension" means removing a student from school for a period up to ten days. "Long-term suspension" means removing a student from school permanently or for an indefinite period of time. These definitions are taken from the NM Board of Education Regulations 81-3. Administrative recommendation for "long-term suspension" or "expulsion" will require a formal hearing with the Superintendent, who shall serve as the hearing authority.

The following unacceptable behaviors will be referred to the principal (or designee).

1. Possession or Use of Tobacco, Alcohol, or Drugs

The principal will refer to the district discipline policy when a student is referred for possession or use of tobacco, alcohol, drugs, or associated paraphernalia. This includes e-cigarettes, vapes, or any substance that is smoked or contains tobacco, alcohol, or drugs. Possessing, having under one's control, or using any controlled substances or alcoholic beverages is subject to suspension or expulsion (Board policy, Section E, EFAA). Selling, giving away, or otherwise transferring to another person any controlled substance or alcohol includes any transfer of a prescription drug or any substance alleged to be a drug regardless of the actual content and is subject to suspension or expulsion. Students distributing alcohol/illegal drugs are subject to long-term suspension or expulsion on the first offense. The aforementioned applies to school property, school buses, any school-sponsored activity on or off campus, and in students' personal belongings or personal vehicles. All illegal activities can be reported to the police for prosecution. Students involved with alcohol/illegal drug activities may be required to complete drug/alcohol evaluations within 30 days and receive appropriate treatment, if recommended. Items will be confiscated.

2. Alcohol/Illegal Drug Intoxication

Students suspected of alcohol/illegal drug intoxication will be referred to the administrator and/or school nurse for screening. Students who may be impaired by alcohol/drugs on school campus will be referred for appropriate testing with parent permission. Students who test "positive" will be disciplined the same as those students who are found guilty for possession/use of alcohol or illegal drugs. Also, these students may be required to complete drug/alcohol evaluations within 30 days and receive appropriate treatment, if recommended.

3. Theft of Property

Students taking the property of others, regardless of intent to return, are subject to restitution, legal action, and short or long-term suspension from school. Continuing offenses may result in expulsion from school.

4. Truancy

Students, individually or collectively, cutting class or failing to follow proper procedures for absences (see Attendance Policy) are subject to detention, in-school suspension, community service, make-up time, out-of-school suspension, notification of juvenile authorities, and possible expulsion. "Ditch Days" of any kind are strictly prohibited.

5. Insubordination or Willful Disobedience (Intense or Multiple Instances; minor instances will be handled by classroom teacher)

Students refusing to obey a school rule, regulation, or order given by a staff member or school official are subject to detention, in-school suspension, or short or long-term suspension from school. Continuing offenses may result in expulsion from school.

6. Fighting

Students involved in physical fighting on school property, school buses, or at any school activity on or away from the campus are subject to detention, in-school suspension, short-term

or long-term suspension from school, probation for the remainder of the school year, and legal action by law enforcement authorities. Continuing offenses will result in long-term suspension from school. Expulsion can also occur as soon as after the first offense, depending on the seriousness of the physical assault. Students found guilty of fighting during extracurricular activities, including away events, may lose their privilege of attending extracurricular events for the remainder of the year, in addition to the consequences listed above.

7. Verbal/Physical Abuse/Bullying/Cyber-bullying (Intense or Multiple Instances; minor instances will be handled by classroom teacher)

Profanity in general, or directed toward others, is unacceptable and may result in detention, short-term suspension, or in-school suspension. Extreme profanity will result in immediate suspension. This also includes cyber-bullying (doing the act via electronic means such as social media, texts, emails, etc.) at school or on/through school devices, accounts, and/or network and written abuse (using written words to abuse, harass, or intimidate others). Abuse includes harassment and intimidation (bullying), whether physical or verbal and will be subject to detention, in-school suspension, short or long term suspension, and/or possible expulsion dependent upon the severity of the abuse. If applicable, law enforcement may be notified.

8. Abuse Toward Staff

Profanity, obscene gestures, threats, harassment, intimidation, or abusive or aggressive acts toward any staff member, including substitutes, will result in immediate short-term suspension and possible long-term suspension or expulsion from school. Referrals to law enforcement may be exercised depending upon the severity of the infraction. This includes face-to-face interactions, cyber (electronic) interactions, or written communications.

9. Vandalism (Intense or Multiple Instances; minor instances will be handled by classroom teacher)

Students defacing or destroying school property or the property of others at school are subject to detention, in-school suspension, short or long-term suspension from school, restitution for damages, replacement of property, and possible legal action.

10. Weapons

1. No weapons of any type are allowed on school property, on school buses, in any student vehicle while operated or parked on school property, or at any school activity on or away from campus. This regulation includes guns, knives, chains, caps, explosives, and any other object that could be used as a weapon or is a “look-alike” of a weapon. Offenders are subject to short or long-term suspension and possible expulsion from school. Items will be confiscated.
2. In compliance with the Federal Gun Free School Act, any student who possesses a firearm on a school transportation vehicle, on campus, or at a school-sponsored event on or off campus shall be suspended from school for a period of not less than one year. Possession includes areas where a firearm may be stored such as lockers, personal bags, or motor vehicles. Suspension exceeding one year or expulsion may result if circumstances merit such action at the discretion of the Superintendent.
3. A “look-alike” object that resembles an object that has a potentially violent use or

the threat of use as a weapon is also prohibited. Exceptions for “look-alike” objects for reasons such as Drama Club or educational instruction may be granted with prior approval by the building principal.

11. Inappropriate Physical Contact (Intense or Multiple Instances; minor instances will be handled by classroom teacher)

Every student has the right to participate in a school environment, which is free from sexual harassment. Sexual language, teasing, gestures, or other physical or verbal actions, which constitute sexual harassment of either sex, toward students or staff, is strictly prohibited. Building principals are to institute curricular elements and disciplinary mechanisms to insure that students and staff are free from the sexual harassment of other students. Offenses will range from conference to expulsion for repeat occurrences.

12. Flammable Items

Butane lighters, matches, and other fire producing items are prohibited in all buildings. Students violating this policy may be subject to detention, ejection from extracurricular events, and suspension due to recurring incidents. Items will be confiscated.

13. Laser Pointers

Due to the potentially disruptive and harmful effects of laser beams, all types of laser producing mechanisms (e.g. laser pointers) are prohibited on campus. Students in violation may serve detention, in-school suspension, be suspended from school or ejected from extracurricular events, and the laser mechanism will be confiscated.

E. Policy on Search and Seizure

Certified school personnel, or school bus drivers may conduct a search of a student’s personal property (pockets, purses, backpacks, jackets, etc.) or school property assigned to that student if they have a reasonable suspicion that a search is necessary as an aid in maintaining school discipline, or that of the health, safety, or welfare of students may be in jeopardy.

1. General searches of school property, including lockers, desks, and school buses, may be conducted at any time without the presence of students.
2. Searches of a student’s personal property or vehicle parked on school property may be conducted only if a certified school employee or school bus driver has reasonable suspicion that a crime or breach of the school disciplinary code has been or is being committed by the student or if the student’s person or property is alerted by a trained “drug dog”.
3. Students may be asked to empty pockets, purse, and backpack, remove jackets or coats.

VI. GENERAL POLICIES AND GUIDELINES

A. Public Display of Affection (PDA) - Students will be encouraged to build positive relationships and interact with each other in a positive and appropriate manner. However, prolonged physical contact, hugging, kissing, and hand holding will not be permitted.

B. Dress Code

Students are expected to dress appropriately for school. Students **will not** be allowed to display underwear, wear short-shorts, miniskirts, halter/tank tops/crop tops, off the shoulder tops, headgear (e.g. bandannas, hairnets, hats, hoods) sunglasses, or any clothing that is disruptive to the educational process. No clothing is allowed with reference to gender specific body parts, drugs, alcohol, sex, violence, or foul language. **Jeans/pants** with holes in inappropriate areas, or holes showing underwear will not be allowed. No skin will be exposed in the **front or back** midriff area. The waistline of your pants must be at the waistline of the individual. If pants are too large, the student must wear a belt that is tightened at the waistline.

Shorts: No short shorts. Shorts should be mid-thigh or longer. A general guideline is that shorts should fall at or longer than your fingertips, when standing straight with arms to your side (mid-thigh).

Shirts: Shoulder straps must be at least two inches wide, clothing must be no more than three inches below the collarbone and clothing shall not be lower than five inches from top of shoulder. No skin should be showing in the midriff area.

Skirts and Dresses must be mid thigh or longer. **A general guideline is that shorts should fall at or longer than your fingertips, when standing straight with arms to your side.**

C. Lockers

Students should remember that lockers belong to the school and are made available to students only for their convenience. The school may search student lockers (unannounced) on a periodic basis to protect the health, safety, and welfare of all students.

D. Telephone Use

Cimarron Elementary-Middle School is an academic environment, and we encourage face to face communication among students and teachers. Students will be called from class for a telephone message that is an emergency. If students have an emergency, they must ask to use the phone in the Student Office.

Cell Phones--Students are expected to leave their cell phones at home or turned off and left in the Student Office for safekeeping at the beginning of the school day and pick them up at the end of the day. If a cell phone is being used during the school day, it will be confiscated and taken to the principal's office.

- **The first offense** will result in a one-day confiscation and the cell phone will be returned to the student at the end of the day.
- **Second offense** will result in a parent/guardian being required to pick up the cell phone after a 1-week period
- **Third offense** will result in the phone being confiscated and returned to the parent or guardian after 30 days.

E. Portable Audio/Video Equipment

Students are not allowed to use personal audio/visual equipment (e.g. video games, CD players, radios, cell phones, iPods, mp3 players, etc.) in classrooms or between classes. Personal equipment brought to school is the responsibility of the student and should be secured to prevent the possibility of theft. Personal equipment may be confiscated by staff and repeat offenses will result in parents having to pick up the equipment from the school. Repeated offenses will be referred to the principal for disciplinary action.

F. Valuables

Please do not bring large amounts of money or valuables with you to school. Lockers, even when locked, or personal bags are not safe places to keep items of high value. If it becomes necessary to bring these items, please ask a staff member to provide a secure place for the item. If you should discover something missing, advise your teacher or the office immediately. The school is not responsible for any stolen item.

G. Skateboards/Scooters/Bicycles

Because of the risk to your safety and the safety of others, skateboards/scooters are not permitted at school. Bicycles may be brought to school if students are willing to assume full responsibility. There is a bicycle rack provided on the east side of the building and students are expected to secure their bicycles there. Middle school students may not drive any motorized vehicle to school.

H. Chromebooks/iPads/Internet

Students may use their school assigned Chromebook or iPad, as directed by teachers and staff. Students may only be on school appropriate internet sites. Accessing social media is NOT allowed during school hours. Violation of these rules could result in loss of internet privileges. Please see district handbooks regarding Chromebooks, iPads, and internet use.

VII. STUDENT BUS SAFETY

School Bus

Bus transportation to/from school is provided for qualifying students. Field trips and activity trips also use the bus services. There are expectations for when students are on the bus. Please refer to the bus handbook for expectations for behavior, etc. for riding the bus.

Shuttle Bus

Shuttle bus transportation is not available at this time.

Special Requests

Students eligible for transportation are expected to adhere to the regularly adopted schedule. Any deviations from the schedule (e.g. boarding/destination sites) must be approved in advance by the parent, school officials and the bus company representatives.

VIII. INCLEMENT WEATHER POLICY

- Dismissing or delaying school due to road and/or weather conditions is the responsibility of the superintendent. However, we recognize that weather conditions can vary significantly in different parts of the district. We ask parents to exercise individual judgment regarding the safety of their children. On days when the bus runs and school is in session, but a parent feels conditions in their particular location are unsafe for student transportation and/or attendance, students will not be counted absent for the purposes of attendance awards and students will be allowed to make up work according to district guidelines.
- Parents must notify the school on or immediately following the day of absence that the child was kept home due to inclement weather conditions.
- Decisions to delay or cancel school for the day are made as early as possible prior to the delay or cancellation and parents and students will be notified. Announcements will be made using the district all call system and broadcast on local news media as soon as

possible. When weather conditions become severe enough to send students home before regular dismissal time, bus students will leave at a time to be determined.

- If a bus is significantly late in arriving at your stop, please contact school officials for information. Our buses are fully equipped with 2-way radios and we maintain constant communication with them from both Eagle Nest and Cimarron Schools during bad weather.
- For daily information about what schedule the bus is running, **PARENTS** should call the school official listed for your area or the central office. Following is a list of people to call for schedule information.

Office of the Superintendent, Shannon Aguilar	575-376-2445
Administration, Toll Free	800-539-5680
Eagle Nest Principal, Matthew Tyner	575-377-6991
Cimarron Elem/Mid Principal, Alberta Martinez	575-376-2512
Cimarron High Principal, Alberta Martinez	575-376-2241
Cimarron High, Toll Free	800-530-8595
Bus Barn, Warren Fresquez	575-376-4501

IX. EXTRACURRICULAR ACTIVITIES

Participating in extracurricular activities and school sponsored trips is an important aspect of life in school. The responsibilities assumed by holding office and being part of a team, club, or group, and the friendships encouraged by students working together toward common goals and having joint exploratory experiences, both provide lasting satisfaction and many rewarding memories. You are encouraged to become involved in school activities in which you have special interest. Because these activities are a PRIVILEGE, eligibility requirements apply toward student council officers, class representatives, athletic/club competitions/practices, band competitions, and club leadership positions. Students who participate in extracurricular activities are required to have accident insurance.

Extracurricular activities are defined as those related to clubs/organizations, student council officers, class representatives, and athletic competitions/practices. Academic and code of conduct requirements must be met in order to participate in the aforementioned. Students who violate code of conduct requirements are subject to disciplinary action which may include suspension for certain extra-curricular activities.

A. Eligibility Requirements for Participation

Eligibility for participation in extracurricular activities is based on a student's academic performance.

End of 1st Quarter: NO PASS – NO PLAY

Students must maintain a grade average of at least 70.

End of 2nd Quarter: A student must pass either the 2nd quarter or the 1st semester of each subject in order to be eligible. Student must also maintain an overall grade average of 70.

End of 3rd Quarter: NO PASS – NO PLAY

Students must maintain a grade point average of at least 70.

End of 4th Quarter: A student must pass the 4th quarter or the 2nd semester of each subject order to be eligible for the first quarter of the following school year. Student must maintain an overall quarter or semester grade average of 70. If student attends summer school or correspondence school and replacement credit is earned for the failed semester, eligibility will be reinstated. (Make-up credit must be for the same course that was failed.)

Athletes grades will be monitored weekly or every two weeks. At any time that the athlete has an average grade below a 60 in any given class, the athlete will not be allowed to practice or play until he/she gets caught up and above passing for that class. The athlete will be encouraged to use intervention support time. This is done to support our student athletes right away when they are slipping academically so that they can maintain quarterly eligibility.

Athletes must attend school, following the school attendance guidelines. The athlete must be at school the day of (or the Friday before if a weekend game/meet) in order to be eligible to play/compete in the game/meet, and the athlete must be at school the day after a game/meet in order to be eligible to play/compete in the next game/meet. If a student is absent for an EXCUSED reason, he or she may be excused from this attendance eligibility. However, if it is for a doctor appointment, the athlete is expected to be at school before/after the appointment and a note to verify the appointment will be needed.

****After eight (8) school days, any “incomplete” grades will become failing and that student will become ineligible.**

B. Eligibility for Student Field Trips

1. Students must be passing all classes.
2. No disciplinary suspensions 15 calendar days prior to the trip.
3. Student’s attendance must be within attendance guidelines. **Students cannot have had a high occurrence of tardies (more than 3) or absences (more than 8) in the current quarter.**
4. Students must have accident insurance.
5. Reward trip criteria will be set by the principal/sponsors.

Code of Conduct for All Extracurricular Participants--RISE UP and be a role model and a leader

If you participate in extracurricular activities, you represent your school and community. Therefore, you are expected to maintain high standards of conduct and set a positive example for other students. All students must abide by the rules of the Cimarron Elementary-Middle School Extracurricular Code in order to participate. The coach/ sponsor/ athletic director in coordination with the building principal will decide administration of discipline in response to serious code infractions. These rules apply throughout the entire school year and are applicable during school days, as well as not-school days and times, including evenings, weekends, breaks, and summer. They are as follows: (on next page)

CIMARRON ELEMENTARY-MIDDLE SCHOOL
EXTRACURRICULAR CODE

These are the rules and regulations that Cimarron Elementary-Middle School students will sign and abide by in order to participate in extracurricular activities. These rules pertain to students at all times.

1. **STUDENTS WILL CONDUCT THEMSELVES WITH CLASS AND SPORTSMANSHIP.**
Misbehavior will not be tolerated at any time or place during school hours or extra-curricular activities.
Misbehavior may result in your temporary suspension or expulsion from the team/extra-curricular activity.
2. **PROFANITY IS NOT PERMITTED.**
You are role models and represent your team, your parents, and Cimarron Elementary-Middle School. Be proud of yourselves and of your school. Profanity could result in loss of participation.
3. **STUDENTS WILL STRIVE FOR ACADEMIC EXCELLENCE.**
A 70/2.0 GPA is the minimum requirement for participation. We encourage individuals to excel in the classroom and maintain at least an 80/3.0 GPA. All eligibility requirements noted in the Student Handbook apply.
4. **STUDENTS THAT QUIT THE TEAM DURING THE COURSE OF THE YEAR WILL NOT BE REINSTATED THAT SAME SEASON.**
Students are discouraged from moving from one sport to another in the same season. The decision to allow students to move will be made by the coaches of those sports and the principal.
5. **STUDENTS WILL NOT POSSESS OR USE ALCOHOL, TOBACCO, OR DRUGS.**
Students possessing or using alcohol, tobacco, or illegal drugs (this includes any inhalant including, e-cigarettes) WILL be dropped from the team and may be suspended from the other extra-curricular activities up to 150 school days on the first offense.
6. **STUDENTS ARE LAW ABIDING CITIZENS.**
Students found guilty of a serious crime resulting in law enforcement/probation consequences will be dropped from the team/organization and may be suspended from all extracurricular activities up to 150 school days on the first offense.
7. **FIGHTING AND TRUANCY ARE NOT PERMISSIBLE.**
Students found guilty of fighting and/or truancy may be suspended and/or terminated from the team and/or extracurricular activity.
8. **STUDENTS WILL EXHIBIT EXEMPLARY BEHAVIOR ON ACTIVITY BUS TRIPS INCLUDING THE SHUTTLE BUS.**
The first offense may result in the loss of bus privileges.
9. **INSUBORDINATION OR BLATANT DISRESPECT TOWARDS A TEACHER, COACH, OR ANY SCHOOL PERSONNEL WILL NOT BE TOLERATED.**
Students suspended for such an offense may also be suspended from participation or terminated from the team and extracurricular activities.
10. **STUDENTS WILL NOT RECEIVE A LETTER OR AWARD UNTIL ALL ISSUED EQUIPMENT HAS BEEN RETURNED OR PAID FOR.**
11. **STUDENTS ARE EXPECTED TO RIDE THE ACTIVITY BUS TO AND FROM ALL EVENTS UNLESS THEY HAVE A SIGNED FORM FROM PARENTS/GUARDIANS.**
Students will only be released to parents and guardians (*or other adults with appropriate paperwork on file in the administration office*) ONLY with a signed student release form.

ADMINISTRATION OF DISCIPLINE IN RESPONSE TO SERIOUS CODE INFRACTIONS WILL BE DECIDED BY THE COACHES/SPONSORS/ATHLETIC DIRECTOR IN COORDINATION WITH THE BUILDING ADMINISTRATOR.

As a team member/parent/guardian, I have read and fully understand the guidelines, which are required for the participation in athletic or extracurricular activities at Cimarron Elementary-Middle School.

Cimarron Elementary-Middle Student

Parent/Guardian of Student

NOTE: In addition to suspension from the club or team, you will also be subject to school penalties under the section title "Policies and Guidelines for Student Conduct at CHS" and any other contract obligations affiliated with the team or organization.

Cimarron Municipal Schools
165 N. Collison Ave.
Cimarron, NM 87714
Phone: 575-376-2445 Fax:575-376-2442

A Legacy of Excellence

Dear Parent or Guardian,

Cimarron Municipal Schools District is required to have 100% of the teachers highly qualified. In addition, parents may request, and the district will provide, information regarding the professional qualifications of professionals and paraprofessionals who provide instructional services to their children.

Cimarron Municipal Schools currently has highly qualified and skilled teachers, and we will continue to provide the best instruction possible. Please contact the principal at your child's school or me if you have questions.

Sincerely,

Shannon Aguilar,
Superintendent