

NMHSBA Coach Guidelines (2011-12 season)

1. General

- A. Teams may begin practice approximately 4 weeks prior to the 1st tournament. (see addendum)
- B. Bowling competition will start in November (see addendum).
- C. NMHSBA documents (By-laws, Policy, Annual Meeting details and minutes, tournament schedule, forms, results, etc) can be found on our website (www.nmhsba.org).
- D. Each tournament format is decided upon by the board based on tournament committee recommendation.
- E. Emails will be sent *only* to the head coaches.
- F. We will offer two time squads per tournament, if we do not have adequate participation for a squad, then we may have to consolidate to one squad for that tournament. Consolidation to a squad will be in consideration of, but not limited to, lane availability and participation. See section 3H, as well for squad info.

2. Eligibility

- A. In accordance with NMAA guidelines, students in grades 8 thru 12 are eligible to compete. However, eighth grade competitors will only be allowed if your district and school policies allow it. A letter signed by your district and school are required to be on file with Association Manager for eighth graders to compete. This needs to be done once and if the status changes you must notify NMHSBA association manager immediately.
- B. Eligibility requirements can be found in section #8 of the NMAA bylaws. A copy of the student's progress report or report card will be necessary for verification of eligibility, and shall be submitted:
 - i. Within two weeks of grading cycle.
 - ii. Prior to state championship.
- C. Schools that allow ineligible students to bowl will forfeit all matches in which said student(s) participated.
- D. Eligibility for State Championship can be found in State Championship Guidelines.

3. Tournament Participation

- A. The dress code, as follows, must be adhered to by *all coaches* and *participants*. No jeans, sweatpants, cargo pants, shorts or skorts. No hats, t-shirts, sunglasses on head. Teams should wear corresponding school colors when at all possible. Collared and mock collared shirts and khaki or dress pants are the only

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acceptable forms of attire. Shirts may include team and/or individual names and school logos, but no sponsorship(s).

- B. No electronic devices (including MP3 players and cell phones) shall be used by bowlers during tournament play without tournament director approval. Coaches may **only** use phones outside of the settee area.
- C. All current line-up team participants shall remain in the settee area during tournament play. All others shall remain behind one of their teams.
- D. Coaches and sponsors are responsible for student conduct. Foul language, mistreatment of others equipment (including the center's), disrespectful attitude, etc.
- E. For penalties of rule infractions listed in A through D, please refer to the Rule infractions and penalty document.
- F. Food and Beverage: For most bowling centers all food or beverage must be purchased from the bowling establishment. No outside food or drink will be permitted. If there is any medical reason a bowler or coach must bring their own food or drink a doctor's note must be provided to the board.
- G. A full team roster (including coaches/sponsors) will be provided two weeks prior to your first tournament competition, unless waived by the board. Any additions to the roster must be reported (coach adds to NMHSBA database via website) immediately within 7 days of the student joining and prior to a tournament. If a bowler is not added and it is addressed at the tournament, then you may be subject to the monetary penalty as defined in addendum for team change(s).
- H. Coaches are required to submit for the number of teams they want to have for the next tournament no later than the Wednesday evening prior to the tournament. A school may request more than one team in each tournament. Lanes in a squad will be issued evenly between schools until filled. If there are more teams than lanes available, we will use a rotation listing to determine who gets the lane(s) for that squad. If lanes are available in the other squad then you may elect to put your other teams in it. You will be notified by Thursday as to how many spots you have received for that week's tournament.
 - o Each school is responsible for paying for the number of teams scheduled by Association Manager based on your request the Wednesday prior to the tournament.
 - Example 1: If a school submits a request for 3 teams, the association manager confirms the three on Thursday, and the school only has 2 teams on Saturday, they must still pay in full for 3 teams before being allowed to bowl in that tournament.

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- Example 2: If a school submits a request for 3 teams, the association manager confirms 2 teams on Thursday, then the school only pays for 2 teams on Saturday.
- I. Changes may be made to the scheduled team(s) line-up until 8:00 pm on the Friday prior to the tournament with no penalty. A fee will be assessed for changes made after the 8:00 pm Friday deadline. (see addendum)
 - J. Individuals not in a school team line-up for a tournament may bowl for average which includes participating in bakers, if lanes are available. These combined teams shall not be ranked in the competition. Bowlers should be added to the Bowling for Average on the website or must be reported to the check-in desk 30 minutes prior to competition. They will be placed on a lane based on first reported first used. Individuals will be placed on a lane by the association manager, not coaches. Bowling for Average bowlers will not be allowed to leave to go bowl bakers with their team unless approved by the board. There is no guarantee of having students available to fill a lane.
 - K. Individual averages:
 - If a student participated last season, they will use last season's ending average the first week.
 - If a student has a certified or non-certified (ex:JBT) average in any league or tournament competition outside of NMHSBA tournament, they will use it for the average the first week.
 - Otherwise, a new student's average will be determined based on their first two games bowled in tournament participation and used for determining team division. **Therefore, a new student must bowl two games that day for the team to qualify to place in the top position because five members of the team must have an established average by completion of the event.**
 - Student averages are recalculated after each tournament's participation and is the official average for the next week's competition.
 - L. Coach, sponsor, or designated representative (as listed on official school roster) must be present at all tournaments. Coaches and sponsors must sign for ID when registering teams and must return at the end of each tournament, or they will be responsible for the cost of the lanyard and ID. One head coach, one assistant per team, and bowlers will be the only people allowed in the settee area. The head coach will provide a list of assistants for that week via the website. **No one will be allowed to say they are an assistant without the head coach's consent.**
 - M. Substitution rules: Substitutes are permitted. Any substitute that enters is required to finish that game (regular/baker) or can be substituted for with another player who is not the original starter. The starter that was substituted for must sit out the rest of that game, but can reenter the following game. If a

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player is substituted, that game score must be circled on the score sheet so it doesn't count toward individual averages.

- N. Coaches, it is recommended by the board that you register your high school and its bowlers on www.bowl.com. All you need is their names – no other personal information. It offers an opportunity for your students to be recognized with individual awards at no cost. If you do not register them, you will need to explain to your bowlers why they will not receive USBC awards.
- O. A team captain will be designated by the coach for each team. The team captain shall be responsible for signing the opposing team's score sheet, and turning in the score sheet after each game.
- P. High schools shall sign up to help conduct certain aspects (50/50, admission collection, lane monitoring, score collection, etc) of the tournament. A list will be compiled by the Association Manager prior to season start based on the High Schools requested dates. School needs to sign up for two squads and provide two workers per squad. Failure to meet this need will result in a \$50 charge to the school team per squad missed. The workers will report to the Association Manager no later than the beginning of the event. Details on actual tasks are in the board's tournament book.

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Addendum

- A. Because we are running two squads, the winners of each division will not be known until the end of the second squad. Therefore, results will be posted on our website by Sunday morning following the tournament. Travel Trophy will be handed out the following week between the first and second squad to the 1st and 2nd place teams in each division. Each member of these teams will also be provided a certificate.
- B. We will have three divisions this year. The divisions are decided by **team** averages. To determine team averages add five students' averages together. If there are more than 5 bowlers on the team, then the top 5 averages will be added together to determine division. A coach may place his team in a higher division than the team average shows. They will need to indicate that to the association manager when they enter teams. Team averages will be verified prior to each tournament.
- i. **Novice:** team average 650 and below
 - ii. **Intermediate:** team average 651 – 774
 - iii. **Advanced:** team average 775 and above
- C. Weekly team fee will be \$40.00 per team submitted. Individuals will be \$8.00 each. (\$30.00 fee to bowling center, \$8.00 into state tournament, and \$2.00 into the senior tournament)
- D. Fee for changes to team(s) after Friday at 8:00 pm will be \$1.00 per change, not to exceed \$5.00 per school. Exceptions for emergencies will be decided on an individual basis. Fees collected will go into general operating fund.
- E. Acceptable payment is cash, check, or P.O. from school. **Check or P.O. must be made out to NMHSBA.** High schools/Bowlers may process Credit Card with the center, in which we just deduct from lineage payment to center.
- F. Practice may begin October 3, 2011.
- G. First tournament will be November 5, 2011.

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**This page
must be filled out and turned in
prior to start of season.**

I _____, head coach of
_____ High School bowling program, have read the
New Mexico High School Bowling Association guidelines for 2011-12 season. I agree to
abide by all guidelines set forth by the NMAA and NMHSBA, and I understand that
failure to do so may result in disciplinary action. I will provide a list of assistant coaches
2 weeks prior to the first tournament of schools participation.

Primary Phone _____ Alt. Phone # _____

Email address _____

Signature

Date

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2010-2011 Contact Information

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