

ELIGIBILITY

NMAA Guidelines



2018-2019

Scholastic Eligibility

1. **Use of Semester Grades Only:** Scholastic eligibility will be determined by semester grades. Eligibility checks for those deemed unable to participate at semester will undergo checks at designated marking periods (6/9 weeks) during that semester. If they are passing at the 9 week marking period, they are eligible for immediate participation that semester. If they are eligible at the 6 week marking period, they are eligible immediately and will undergo an additional check on the next 6 week marking period as well. Fall 2018 eligibility will be based on 2nd semester grades from 2017-2018 school year.
2. **No F's:** A student must have a minimum GPA of 2.0 and NO F's in order to be eligible to participate in activities/athletics. *This is a change from the past where a student was allowed one F.*
3. **Summer Courses:** Beginning in the summer 2018, students may make up multiple courses to attempt to gain eligibility. Any class eligible for replacement based on local district policy can be taken and have the grade replaced to gain eligibility. The replacement classes are required to be the exact course that was listed on the official transcript (i.e. AP English must be replaced with AP English, etc.).
4. **Cumulative Provision:** The cumulative provision may only be used at the beginning of the semester and must include all semester grades beginning with the 9th grade year. *This provision may be used if the student has no more than one F grade at the semester.*

New Mexico Association of Athletic Officials
1400 Proctor, NE
Albuquerque, NM 87109
Phone: 505.923.1110
Fax: 505.923.3114



Important Dates to Remember 2018-2019

*exact deadlines are subject to change or TBD

<p>August</p> <ul style="list-style-type: none"> • 13th -17th Camus Visits/Meetings(admin) • 20th -24th Campus Visits/Meetings (teachers) • Begin Submission of Perkins Requisitions 	<p>January</p> <ul style="list-style-type: none"> • Carl Perkins Planning for 2019-2020 <ul style="list-style-type: none"> ○ Action Plans ○ Budgets
<p>September</p> <ul style="list-style-type: none"> • 28th Final Submission of Perkins Requisitions (Excluding time Specific PD) 	<p>February</p> <ul style="list-style-type: none"> • 14th -16th BPA State Leadership Conference • 22nd-23rd HOSA State Leadership Conference • Pro Start Boot Camp (TBD) • ER State Competition (TBD)
<p>October</p> <ul style="list-style-type: none"> • 31st Fall Rally in Las Cruces-Career Technical Leadership Project (CTLP) 	<p>March</p> <ul style="list-style-type: none"> • 14th-16th FCCLA State Leadership Conference • 22nd-23rd TSA State Conference • Pro Start Competition (TBD)
<p>November</p> <ul style="list-style-type: none"> • 14th-17th NAEYC- National Conference • BPA Regionals (TBD) • 28th-Dec. 1st ACTE (San Antonio) 	<p>April</p> <ul style="list-style-type: none"> • Begin End of Year Reports • SkillsUSA (TBA) • 27th-30th DECA National Conference
<p>December</p> <ul style="list-style-type: none"> • BPA Regionals (TBD) • 13th Submission of Fall Semester Advisory Meeting Documentation <ul style="list-style-type: none"> ○ Agendas ○ Sign in sheets ○ Minutes 	<p>May</p> <ul style="list-style-type: none"> • 1st -5th BPA National Conference • 10th CTSO and Certification Report Submissions • 17th End Of Year (EOY) Report Submission • 17th Submission of Spring Semester Advisory Meeting Documentation
	<p>June</p> <ul style="list-style-type: none"> • 12th-14th NMACTE (Ruidoso) • 19th-22nd HOSA National Conference • 24th-28th SkillsUSA National Conference • 29th-July 3rd TSA National Conference • 30th – July 4th FCCLA National Conference • ER National Conference (TBD)



Calendar of Events 2018-2019

Today's students.

Tomorrow's business professionals.

August	
1	Online Affiliation OPEN - https://www.registermychapter.com/bpamem/
September	
1	Fall Leadership Rally registration - OPEN
October	
5	Fall Leadership Rally registration - CLOSED
29	Fall Leadership Rally – Albuquerque
30	Fall Leadership Rally – Artesia
31	Fall Leadership Rally – Las Cruces
November	
1	Initial Membership Deadline
15	Pin Design Emailed by 5pm to: Amanda.bethel@enmu.edu
December	
1	State Conference Registration – OPEN
5	Chapter Incentive Application Postmarked- 1500 S. Ave K; ENMU Station 61 Portales, NM 88130
January 2019	
14	Reservations DUE - Marriott Pyramid
14	Online State Conference Registration CLOSED (midnight) State Officer and National Officer Candidate Application DUE
28	All pre-submitted materials DUE to online submission website by 8:00 pm. NO EXCEPTIONS.
February 2019	
CTE Month	
1	Torch Award Resume, Wanda Harriman Scholarship, NM Business Cup application DUE
14-16	BPA State Leadership Conference, Marriott Pyramid (Payment DUE 30 days after conference)
15	BPA Board meeting. 8:00 pm, Marriott Pyramid
March 2019	
18	Payment for SLC DUE (Holds will be placed on account if failure to pay)
April 2019	
1	Traveling Pin Order Form DUE to state office
May 2019	
1-5	BPA National Leadership Conference, Anaheim, CA
June 2019	
10-14	CTSO State Officer Training Portales, NM (MANDATORY – NO EXCEPTIONS)
12-14	NM ACTE Summer Conference – Ruidoso

Updated: 8/2/2018

DECA Calendar of Events 2018-2019

August

1	Online Affiliation OPEN - https://membership.decaregistration.com/deca#
18	DECA Advisor Academy – Highland High School

September

1	Fall Rally registration – OPEN
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October

5	Fall Rally registration – CLOSED
29 – Nov 1	Fall Rallies

November – DECA MONTH

1	Initial Membership Roster DUE. HS online submission of roster and dues deadline www.decaregistration.com/hs
1	Registration OPEN for District 1 and 2
15	Automatic Positions Request DUE
15-17	Western Region Leadership Conference – Anaheim, CA
21	Registration – CLOSED by 5:00 pm for District conference

December

Nov 28- Dec 18	District Online Testing Window
1	State Registration Open (register all students) State and National Officer Candidates Application Submitted by 5pm online (2 per school max)
5	Chapter Incentive Application POSTMARKED ; 1500 S. Ave K; ENMU Station 61 Portales, NM 88130
18	Testing window CLOSED - District

January 2019

8	District 2 Conference
15	Final Membership Roster DUE for participation at State Conference
15	Scholarship Applications DUE
25	State Conference Registration – CLOSED (Housing is sent to hotel when you submit your registration for state)
25	Written Projects postmarked (Priority Mail) or shipped UPS or FedEx by 5:00 pm to: Debi Cline 1634 Betts Ct, NE Albuquerque, NM 87112
31	Last Day for drop/changes for State Conference
30- Feb 15	State online testing window

February 2019 – CTE Month

15	State online testing window - CLOSED
28- March 2	State Career Development Conference – Hotel Albuquerque
March 2	Board of Directors Meeting, Hotel Albuquerque, 7:30 am, Fireplace Room

March 2019

18	ICDC Registration and Housing DUE to CTLP Office
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April 2019

27-30	ICDC – Orlando, FL
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June 2019

10-14	CTSO State Officer Training Portales, NM. (MANDATORY – NO EXCEPTIONS)
12-14	NMACTE Summer Conference – Ruidoso

Updated: 7/17/2018

FCCLA Calendar of Events 2018-2019

August	
15	Online Affiliation OPEN - www.fcclainc.org
September	
1	Fall Rally registration – OPEN
October	
5	Fall Rally registration – CLOSED
8-10	Capitol Leadership Conference- Washington, DC
29- Nov 1	Fall Rallies –TBD Time & Place
November	
1	Initial Membership DUE
15	Pin Design & T-shirt Design – Entries emailed to Amanda.bethel@enmu.edu
15	ALL Regional advisers must submit district coordinators & district dates
9-11	National Cluster Meetings – Louisville, KY
16-18	National Cluster Meetings – Phoenix, AZ
December	
5	Chapter Incentives Applications DUE Postmarked; 1500 S. Ave K; ENMU Station 61 Portales, NM 88130
January 2019	
TBA	District Meetings/Competitions/Conferences
7	State Conference Registration - OPEN
15	All students must be affiliated to compete at district
26	ALL district conferences must be held this date or before
February 2019	
CTE Month	
1	State & National Officer Application DUE online by 5:00pm
1	Master adviser & adviser mentor applications due to state adviser
5	Scholarship Application due – FCCLA Alumni & “Good Stuff” leadership
8	STAR event results DUE to state office from Regional Advisers
11-15	National FCCLA Week: <i>Believe in Yourself</i> ; Monday - <i>Be Spirited</i> ; Tuesday - <i>Be Confident</i> ; Wednesday - <i>Be Prepared</i> ; Thursday - <i>Be A Friend</i> ; Friday - <i>Be You in Red</i>
21	Room Reservations DUE to Marriott Pyramid
21	State Conference registration CLOSED
March 2019	
1	National Programs Applications Due to National Headquarters
21-23	State Leadership Conference, Marriott Pyramid Albuquerque
April 2019	
1	National Officer Candidate intent to run form deadline
May 2019	
1	Registration Opens for National Leadership Conference
1	Trading Pin Order Forms DUE to State Office
June 2019	
10-14	CTSO State Officer Training State Officer Training in Portales, NM. MANDATORY-(NO EXCEPTIONS)
12-14	NMACTE Summer Conference – Ruidoso
30-JULY 4	National Leadership Conference, Anaheim, CA

Updated: 7/10/2018



New Mexico FFA Association

****Tentative** 2018-2019 Activity Calendar**

****All forms are due electronically by 5:00pm unless otherwise noted**

FORM 1	Wednesday, August 1, 2018
Chapter Officer Leadership Training	August 26-30, 2018
National FFA Convention & Expo	October 24-27, 2018
Membership Roster and Payment of Dues	Wednesday, November 7, 2018
Chapter Program of Activities Postmarked by	Wednesday, December 5, 2018
Leadership Conference registration	Wednesday, January 16, 2019
Jr. High State Contest Registration/materials	Wednesday, January 16, 2019
Washington Leadership Conference Scholarship Applications	Wednesday, January 30, 2019
FORM 2 & 3	Wednesday, January 30, 2019
State FFA Scholarship Applications (Same Form as Nationals)	Wednesday, January 30, 2019
New Mexico Leadership Conference, *Hyatt Regency Albuquerque*	February 2-3, 2019
New Mexico State Parliamentary Procedure Contest	TBD
Board of Trustees Meeting	Saturday, February 2, 2019
FFA Day in Santa Fe	TBA, 2019
National FFA Week	February 16-23, 2019
Supplemental Roster and Payment of Dues (final rosters, no additions after this date)	Wednesday, February 27, 2019
American/State Degree and Star Greenhand Applications	Wednesday, February 27, 2019
Agricultural Proficiency Award Applications	Wednesday, February 27, 2019
State Career Development Events Final Entries Judging Card by 11:59PM	Wednesday, March 20, 2019
State Career Development Events, NMSU Campus, Las Cruces	March 27-29, 2019
State FFA Nominating Committee Application	Wednesday, April 10, 2019
Letter of Intent to run for National FFA Office	Wednesday, April 10, 2019
State Officer Applications Postmarked (Email Candidate Photo)	Wednesday, April 10, 2019
Public Relations Application, Ace/Star Reporter	Wednesday, May 1, 2019
Superior/National Chapter Award Applications, Blue & Gold President	Wednesday, May 1, 2019
Honorary State & American FFA Degree Applications	Wednesday, May 1, 2019
Registration for State FFA Convention	Wednesday, May 8, 2019
Student Agri-Science Applications, Agri-Science Fair Entries (complete packet)	Wednesday, May 8, 2019
Materials for Speaking, Ag Issues, Job Interview	Wednesday, May 8, 2019
Ag Teacher Conference Registration Due	Wednesday, May 15, 2019
Leadership Camp Registration	Wednesday, May 22, 2019
State FFA Convention, NMSU Campus, Las Cruces	June 5-7, 2019
NMAETA Registration & Room Reservation (rooming block closes)	TBA
New Mexico Ag Teacher In-Service (Location TBA)	June 10-14, 2019
Region II Conference (Location TBA)	TBA
District Officer Training * Apendale Mountain Retreat Center*	June 16-18, 2019
State FFA Leadership Camp * Apendale Mountain Retreat Center*	June 18-21, 2019
National Band, Chorus & Talent Applications Postmarked	June 2019 TBA
National Room Reservation	July 2019 TBA
Agriculture Educator's FORM 1	Wednesday, August 7, 2019

****Dates are subject to change, forms can be found at <http://www.nmffa.org/>**



Calendar of Events 2018-19

August	
1	Online Affiliation OPEN - hosa.org/hosaconf
September	
1	Fall Rally registration - OPEN
October	
5	Fall Rally registration – CLOSED
15	HOSA 100 Club - DEADLINE
29 - Nov 1	Fall Rallies – Locations TBA
November	
1	Initial Membership Roster – DUE
4 – 10	National HOSA Week!
15	Pin Design – Emailed to: Amanda.bethel@enmu.edu by 5:00 pm
December	
5	State Conference Registration - OPEN
5	Chapter Incentive Application - Postmarked; 1500 S Ave. K; ENMU-Station 61, Portales, NM 88130
January 2019	
15	State and National Officer Application- submitted online by 5:00 pm
22	State Conference Registration - CLOSED
28-Feb 8	State Online Testing Window
February 2019 - CTE Month	
21-23	State Leadership Conference, Albuquerque
April 2019	
1	Pin Order - DUE
12	Intent to Compete Deadline
19	ILC Competitor Event Notification Release
May 2019	
15	HOSA International Leadership Conference - Registration DUE
June 2019	
10-14	CTSO State Officer Training in Portales, NM (MANDATORY- NO EXCEPTIONS)
12-14	NMACTE Summer Conference - Ruidoso
19-22	International Leadership Conference, Orlando FL; Disney's Coronado Springs Resort

(Updated: July 2018)

SkillsUSA Calendar of Events 2018-2019

August	
1	Online Affiliation OPEN – https://www.skillsusa.org/membership-resources/join/
September	
1	Fall Leadership Rally registration – OPEN
1	Community Outreach & Leadership Conference registration OPEN
22-26	Washington Leadership Training, Alexandria, VA
October	
5	Fall Leadership Rally registration – CLOSED
5	Community Outreach & Leadership Conference Registration CLOSED
29	Fall Leadership Rally – Albuquerque
30	Fall Leadership Rally – Artesia
31	Fall Leadership Rally – Las Cruces
November	
1	Initial Membership Roster - DUE
5	Pin Design – EMAILED to state office amanda.bethel@enmu.edu
TBA	Community Outreach & Leadership Conference
15	National Membership Deadline to receive free resources
December	
5	Chapter Incentive Application Postmarked;
January 2019	
14	Registration – State Leadership & Skills Conference OPEN
February 2019 – CTE Month	
1	Final membership deadline to compete at State
3-9	SkillsUSA Week
22	State Leadership & Skills Conference EARLY Registration Deadline Late fee in effect February 22 - March 1
March 2019	
1	Final National Membership Deadline- Online
1	State and National Officer Application – Submitted online by 5pm
1	State Leadership & Skills Conference Registration CLOSED Late fee applied February 22 – March 1
4-22	Testing Window
6	Hotel Reservations – DUE
8	Chapter Excellence Deadline
April 2019	
4-6	SCLC – State Leadership & Skills Championship Sheraton Albuquerque Airport Hotel (Payment DUE 30 days after conference)
May 2019	
6	Payment for SCLC DUE (Holds will be placed on account if failure to pay)
17	Registration & Housing –NLSC National Leadership & Skills Conference DUE
June 2019	
10-14	CISO State Officer Training – Portales (MANDATORY – NO EXCEPTIONS)
12-14	NMACTE Summer Conference – Ruidoso
24-29	NSLC – National Leadership & Skills Conference, Louisville, KY

Updated: 7/31/2018



Calendar of Events 2018-2019

August	
1	Online affiliation OPEN - https://www.registermychapter.com/tsa/nat/
September	
1	Fall Rally registration - OPEN
October	
5	Fall Rally registration – CLOSED
29 - Nov. 1	Fall Rallies – location TBA
November	
1	Initial Membership - DUE
15	Pin Design and T-Shirt Design Contest Entries Emailed by 5pm to: Amanda.bethel@enmu.edu
December	
5	Chapter Incentive Application Postmarked- 1500 S. Ave K; ENMU Station 61 Portales, NM 88130
January 2019	
7	State conference registration OPEN www.registermychapter.com/tsa/nm
February 2019 – CTE Month	
1	State Officer Application DUE - Submitted online by 5:00pm
15	State Conference Registration CLOSED
March 2019	
15-16	New Mexico TSA State Conference @ Los Lunas High School
TBA	Online National TSA Conference Registration OPENS
April 2019	
1	All National TSA Awards/Recognition/Scholarships deadline
May 2019	
June 2019	
1	National TSA Conference competitor registration due to national TSA
10-14	CTSO State Officer Training State Officer Training in Portales, NM. (MANDATORY- NO EXCEPTIONS)
12-14	NMACTE Summer Conference – Ruidoso
28 – July 3	National TSA Conference, Washington, DC

Updated: 7/17/2018

GADSDEN ISD REGULATION FOR SMALL PURCHASES

Per NM Procurement Code, orders are not to be divided, split artificially to avoid the need to request quotes, or to obtain items without following the internal guidelines for small purchases of the District.

- 1) **Purchases under \$3,000: Requestor must use "Best Obtainable Price" from District approved vendors and prepare requisition for approval.**
- 2) **Purchases from \$3,000 - \$19,999: These purchases require a minimum of two (2) quotes.**
 - a) **If two quotes cannot be obtained follow the guidance in 1.4.1.51 NMAC. (See Item 3 for NMAC reference.**
- 3) **Purchases from \$20,000 - \$60,000: Three (3) quotes will be required as per 1.4.1.51 A. NMAC.**

1.4.1.51 NMAC SMALL PURCHASES OF ITEMS OF TANGIBLE PERSONAL PROPERTY, CONSTRUCTION AND NON-PROFESSIONAL SERVICES:

- A. Quotation to be obtained. Insofar as it is practical for small purchases of non-professional services, construction or items of tangible personal property having a value exceeding twenty thousand dollars (\$20,000) but not exceeding sixty thousand dollar (\$60,000), and in accordance with any procedures or processes set forth by the state purchasing agent, no fewer than three businesses shall be solicited via written requests containing the specifications for the procurement to submit written quotations that are recorded and placed in the procurement file. If three written quotes cannot be obtained, the agency shall document the reasons and include the document in the procurement file. Such notations as "does not carry" or "did not return my phone call" do not qualify as a valid quotation. If the lowest quotation is not acceptable, the central purchasing office must issue a written determination as to the reasons for such a decision. These reasons must not be arbitrary or capricious. The written determination becomes a part of the procurement file.



Valid Value	Student Organization Name
BPA	Business Professionals of America
DECA	DECA
ER	Educators Rising
FCCLA	Family, Career and Community Leaders of America
HOSA	Health Occupations Students of America
NFFA	National Future Farmers of America
SKILLS	SkillsUSA
TSA	Technology Student Association (TSA)

24. Career Technical Student Industry Certification Codes (CTE Student Industry Credential Field # 7)

Valid Value	Certification
001	3D Studio Max Certification
002	A+ Certification
003	Auto CAD
004	Adobe Certified Expert
005	Associated Builders and Contractors
006	Automotive Service Technician (ASE)
007	C+ Certification
008	Certified Access Culinary
009	Certified Cisco Network Associate
010	Certified Coding Associate (CCA)
011	Certified Customer Service Specialist
012	Certified Electronics Associate
013	Certified Food Manager
014	Certified e-Marketing Associate
015	Certified Internet Webmaster
016	Certified Landscape Technician
017	Certified Medical Assistant (CMA)
018	Certified Microsoft Professional
019	Certified Novell Administrator
020	Certified Nurse Aide (CNA)
021	Certified Professional Salesperson
022	Certified Protection Officer
023	Certified Travel Associate
024	Certified Web Designer
025	Certified Web Technician
026	Certified Veterinary Assistant
027	Child Development Associate Certification
028	CMI Custodial Technician
029	Computer Maintenance Technician
030	Concierge



Valid Value	Certification
031	Corel Certified Expert
032	Corel Certified Proficient User
033	Cosmetology Beautician
034	County Jailer
035	Criminal Justice
036	Dental Assistant (CDA)
037	Dental Radiography (RHA)
038	e-Biz
039	Educational Aide Certification I
040	Educational Aide Certification II
041	Emergency Care Attendant (ECA)
042	Emergency Medical Dispatcher (EMD)
043	Emergency Medical Technician (EMT)
044	Environmental Technician
045	Forklift Operator
046	Front Desk Representative
047	IC Certification,
048	i-Net+ Certification
049	JCert JAVA Programmer Certification
050	Landscape Irrigator License
051	Licensed Vocational Nurse (LVN)
052	Linux+
053	Lodging Management Passport
054	Lodging Management Program Certification I
055	Lodging Management Program Certification II
056	Macromedia Certified Dreamweaver Developer
057	Massage Therapist (RMT)
058	Micromedia Director Certification
059	Mobile Refrigerant Recovery
060	MOUS (Microsoft Office Users Specialist)
061	NCCER Carpentry
062	NCCER Electrical
063	NCCER HVAC
064	NCCER Industrial Maintenance
065	NCCER Masonry
066	NCCER Painting
067	NCCER Plumbing
068	NCCER Sheet Metal
069	NCCER Welding
070	National Health Care Foundation Skill Standards
071	Network+
072	Networking Cabling Specialist
073	OPAC (Office Proficiency Assessment)
074	Oracle Certified Database Associate



Valid Value	Certification
075	OSHA/Career Safe
076	Outdoor Power Equipment Technician
077	Pesticide Handling
078	Pharmacy Technician (CPHT)
079	Phlebotomy Technician (CPT)
080	Private Pesticide Applicators License
081	Pro Engineer Certification
082	Prostart Certification
083	Real Estate License
084	Refrigeration Handling
085	Refrigeration Technician
086	Reservationist
087	SABRE System Certification
088	Security Service
089	Server+
090	ServSafe Certification
091	Shampoo and Conditioning Specialist
092	Small Engine Repair
093	Student Network Technician
094	Telecommunications Operator
095	New Mexico Commercial Drivers License
096	Welding Technician
097	Basic Safety Module 00101-04 NCCER Introductory Craft Skills
098	Light Line Certification Diesel
099	Heavy Line Certification Diesel
100	Comp TIA Security+
101	Comp TIA Server+
102	NCCER Core Curriculum
103	S/P2 Safety & Pollution Prevention
104	<i>Not in use</i>
105	First Aid/CPR BLS
106	NCCER Basic Core and Safety
107	A*S*K Assessment of Skills and Knowledge for Business Certificate
108	ACT National Career Readiness Certificate
109	Audio-Visual Communications
110	Certification: Autodesk Revit Architecture Certified User
111	Certification: efoodhandlers
112	Certification: Gas Metal Arc Welding
113	Certification: Gas Tungsten Arc Welding
114	Certification: Shielded Metal Arc Welding
115	Certification: WIN Career Readiness
116	DECA School Based Enterprise Individual Certification
117	Detention Officer Certification
118	Emergency Telecommunicator (911 Operator)