

WELCOME to 2023-2024 Coaches In-service



ALVIN ISD ATHLETICS

Alvin ISD Athletic Department Staff

Michael Bass- Athletic Director

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Alvin High School, Manvel High School

AJH, FJH, HJH, MJH, RPJH

Carla Newsom- Associate Athletic Director

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**Shadow Creek High School, Iowa Colony High School,
NRJH, RPJH, RMJH, JCHJ**

Beverly Bishop - Athletic Director Secretary

O-281-245-2574

Purchase Orders, Travel

Barbra LeBlanc - Alvin High School Athletic Secretary

O-281-245-3113

AHS, AJH, FJH, HJH, All Campus Paperwork

Claire Mason - Manvel High School Athletic Secretary

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MHS, MJH, RPJH, All Campus Paperwork

Jamie Alford - Shadow Creek High School Athletic Secretary

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SCHS, NRJH, RMJH All Campus Paperwork

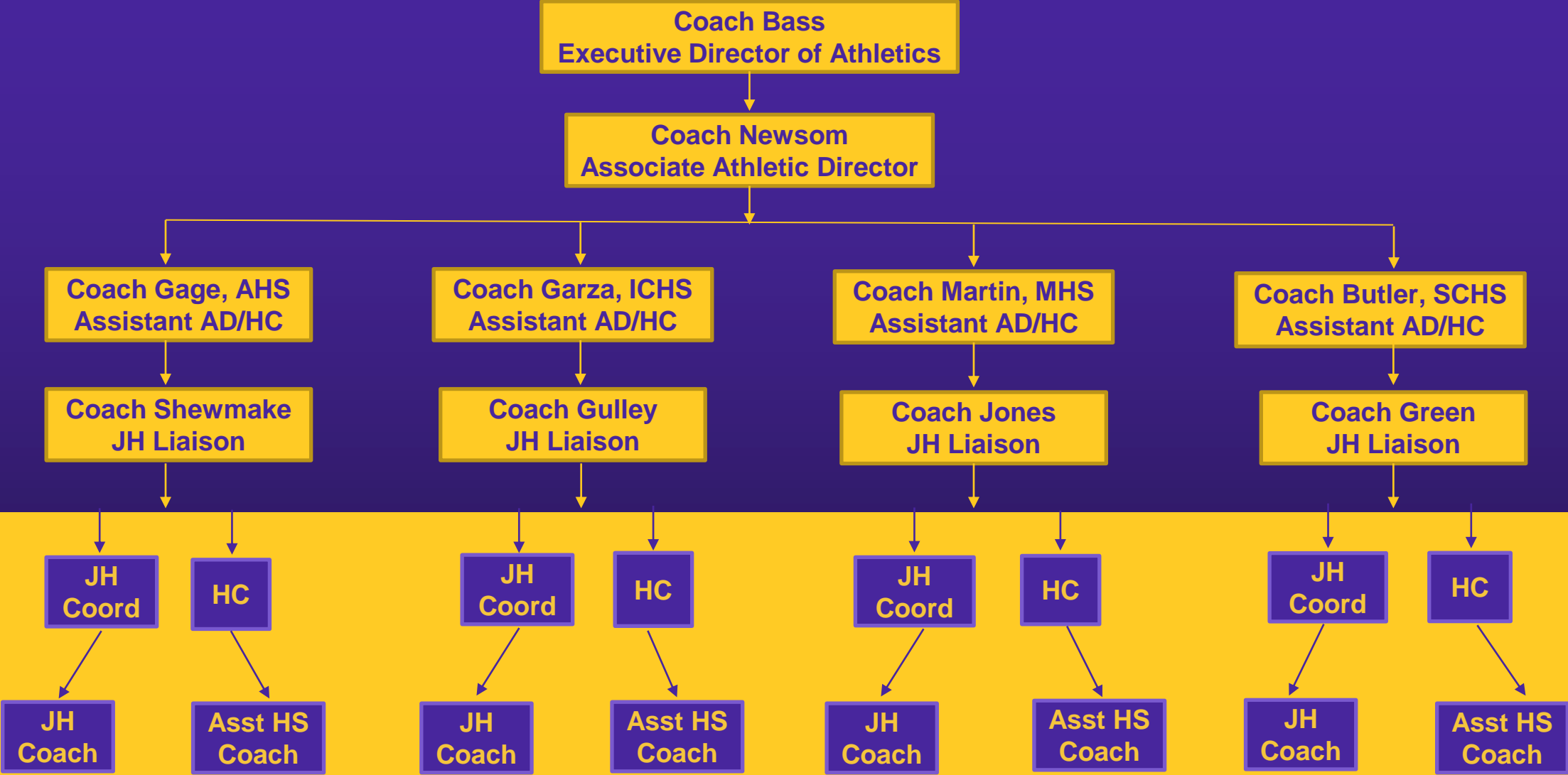
Lakeisha Porter - Iowa Colony High School Athletic Secretary

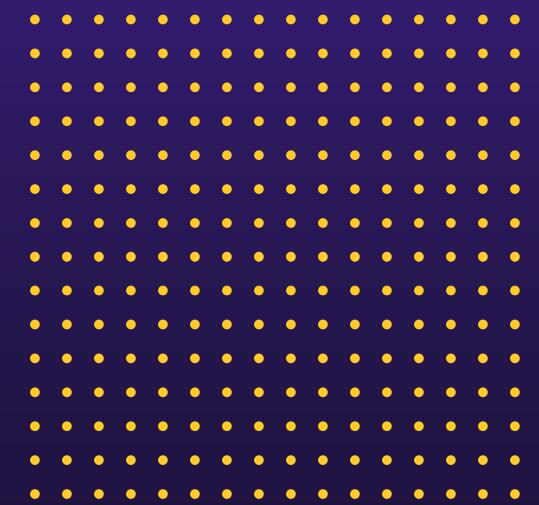
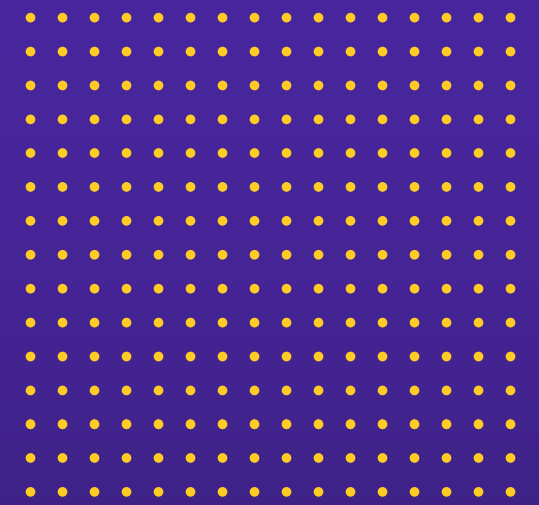
O-713-814-7624

ICHS, JCHH All Campus Paperwork



AISD ATHLETICS CHAIN OF COMMAND





COACHES EDUCATION and TRAINING REQUIREMENTS

STATE LAW

- **CPR and First Aid Training** – must have a current certification filed with the district
- **AED Training** – must have a current certification filed with the district
- **Safety Training** – training provided by UIL (CCP) program, and must be completed prior to any contact with students
- **Concussion Training** – training must be completed annually (2 hours every other year/1 hour annually)



COACHES EDUCATION and TRAINING REQUIREMENTS

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

Coaches Certification Program (CCP)– online / in-person training (C&CR 1208(i))

- Constitution & Contest Rules
- Ethics
- UIL Steroid Education
- Safety Training (state law)
- Concussion Training (state law)
- Sport Specific Training – each sport has a separate module

Football Coaches ONLY – Best Practices in Tackling certification

First Year Coaches ONLY - Fundamentals of Coaching in Texas (C&CR 1202(L))

Safety/Risk Minimization for Cheerleading Coaches – local district determines the provider for training, and training must be completed prior to any student contact



Before You Can Coach:

- CPR/ AED/ First Aid
- Concussion Certifications (2 HR Course)
- TX Drivers License
- TEA Bus Driving Certification Card
- NFHS Fundamentals of Coaching Certification
- CCP Safety
- CCP Concussion
- CCP Constitution and Contest Rules (or JH Version)
- CCP Ethics
- CCP Steroids
- CCP Sport Certification
- ATAVUS Certification (ATAVUS 1 & ATAVUS 2)



STUDENT PARTICIPATION: REQUIRED FORMS

- Pre-Participation Physical Examination Form
- Medical History Form
- Rules Acknowledgment Form
- Parent or Guardian Permit
- Parent/Student Anabolic Steroid Use and Random Steroid Testing Form
- Concussion Acknowledgement Form
- Sudden Cardiac Arrest Awareness Form



Senate Bill 82

- State required safety training
- Campus trainers will conduct the power point presentation each athletic period in the first few weeks of school
- During the first week of your season, you must preform the safety drill and turn in your signature sheet to the trainers that your athletes participated.
- Please make sure that Emergency Evacuation Plans are posted at your facilities.





ELIGIBILITY

1st Six-Weeks Eligibility

- **Grades nine and below** – must be promoted
- **Second Year of High School** – must have five accumulated credits
- **Third Year of High School** – must have ten accumulated credits or five credits within the last twelve months
- **Fourth Year of High School** – must have fifteen accumulated credits or five credits within the last twelve months



ELIGIBILITY

SUB-VARSITY **and** JUNIOR HIGH

A student is eligible to participate if...

Sub Varsity Eligibility

- Full Time Student
- Academically Eligible

Junior High Eligibility

- Full Time Student
- Academically Eligible
- Age Appropriate for JH athletic competition



ELIGIBILITY

VARSITY ATHLETICS

- Meets all requirements of Section 400 & 403
- Is an amateur (See Section 441)
- Meets Parent Residence Rule (See Section 442)
- Meets the Age Rule (See Section 446)
- Has not changed schools for athletic purposes
- Previous Athletic Participation Form (See Section 443)



PREVIOUS ATHLETIC PARTICIPATION FORM (PAPF)

*Required for All **NEW** students in grades 9-12 who have:*

- **Required** if a student practiced or participated with a former school in grades 8-12 in any UIL athletic activity.
- New school must verify that the student meets the **parent residence rule**.
- **District Executive Committee** must determine that student did not move for athletic purposes and approve PAPF before a student is eligible to participate at the varsity level at the new school.
- All PAPFs must be submitted to the UIL office (where they get filed).
- **School / student does not have to wait for the UIL office to file PAPF, once the DEC signs off and submits to UIL, student may participate according to DEC ruling.**



REMINDERS

Team Sports

PRACTICE REGULATIONS

IN-SEASON

School is In-Session

- **Eight Hour Rule** – Practice outside the school day, from the beginning of the school week through the end of the school week (excluding holidays) is limited to a maximum of eight hours per school week per activity
- The in-school athletic period does not count towards the allotted 8 hours
- Any time used in connection with a practice that is not part of the athletic period counts as part of the 8 hours. (Dress, video/meetings, etc.)



Individual Sports

PRACTICE REGULATIONS

YEAR-ROUND

School is In-Session

- **Eight Hour Rule** – Practice outside the school day, when school is in-session is limited to a maximum of eight hours per school week per activity
- If a school coach also coaches club/select, the 8-hours would include both school practice and club practice (combined) to not exceed the 8-hours during the school week.
- The in-school athletic period does not count towards the allotted 8 hours
- Any time used in connection with a practice that is not part of the athletic period counts as part of the 8 hours. (Dress, video/meetings, etc.)



All Individual and Team Sports In-season PRACTICE REGULATIONS OUTSIDE THE SCHOOL YEAR

- **1 Practice** – Cannot exceed **3 hours**
- **2 Practices** – Cannot exceed **5 hours**
 - **3 hours** is **maximum** length of a single practice
 - More than 1 practice scheduled, **must** have **minimum of 2 hours rest break**
- **Cannot** schedule more than **one practice on consecutive days**. Exception: Volleyball / Water Polo



PRACTICE REGULATIONS

OFF-SEASON - School is In-Session

- **Strength & Conditioning Instruction** – teams in the off-season are allowed one hour of strength & conditioning instruction outside of the school day.
 - Athletes may only attend one, 1-hour session each day, Monday-Friday.
 - No skill instruction or equipment is allowed during this hour of S&C instruction.
- **Skill Instruction** - is only allowed during the athletic period for off-season sports.



CONTEST REGULATIONS

- **High School** – one contest per *school week*:
 - See specific sport for calendar week limits.
 - Per activity - per student
- **Junior High** – one contest per *calendar week*:
 - See specific sport for week limits

DIFFERENCE BETWEEN CALENDAR AND SCHOOL WEEK:

- **Calendar Week**: 12:01am Sunday to Midnight Saturday
- **School Week**: 12:01am on 1st instructional day of the week to close of instruction on the last instructional day of the week



GENERAL REGULATIONS

JUNIOR HIGH / MIDDLE SCHOOL

- **Scheduling:** No game, contest, scrimmage or tournament, including district competition, shall begin prior to the end of the academic school day for all participants.
- **ONE** contest in a calendar week, can also play a tournament in same calendar week.
- **Length of Season:** Know the number of days to complete seasons. Days start counting on the first day of try-outs or practice, whichever is first. Section 1478.
- **No Post-District Competition:** There shall be no post-season playoffs or competition in any athletic event.



RESCHEDULING GAMES CANCELED DUE TO WEATHER

- **District varsity contests** postponed by weather or public disaster, may be made up as an exception to the school week provided, they are rescheduled and played on the **next available date, other than Sunday, on which another district contest is not scheduled.**
- Junior varsity, freshman and junior high teams **may not** play postponed matches / games as an exception to the school week.



GAMES RESCHEDULED

EXAMPLE

- Next available date (that another district game is not scheduled)
 - Game scheduled for Friday, postponed due to icy roads
 - Next available date is Saturday
 - Cannot automatically reschedule for Monday because you don't get the exception to school week if you don't try to play on next available date.
 - If weather still exists on Saturday, can push to Monday...district administration determines this.



INDIVIDUAL SPORTS

2023-2024

NON-SCHOOL INSTRUCTION

Cross Country, Golf, Swimming, Tennis, Track and Field and Wrestling
(Guidelines are also applicable to team sports)

During the school year

- Coaches of individual sports are allowed to work with student athletes from their attendance zone in non-school practice during the school year however any time spent working with an athlete, whether school or non-school, will count as part of the allowable 8 hours allowed outside the school day, during the school week.
- Coaches shall not charge a fee for private instruction to student-athletes during the school year. The restriction on charging fees for private instruction applies only to those students who are in grades 9-12, from the coach's attendance zone and participating in the sport for which the coach is responsible (Section 120I [b, 9]).
- Coaches should abstain from any practice that makes a student feel pressured to participate in non-school activities (Section 120I [b, 10]).
- *Coaches shall not gain financially from a student's participation in a non-school activity.*



TEAM SPORTS

2023-2024

NON-SCHOOL INSTRUCTION

Football, Volleyball, Basketball, Soccer, Baseball, Softball in accordance to Section 1201, 1206 and 1209 regarding non-school competition (leagues, camps, clinics, clubs, tournaments, 7 on 7, lineman challenges) coaches:

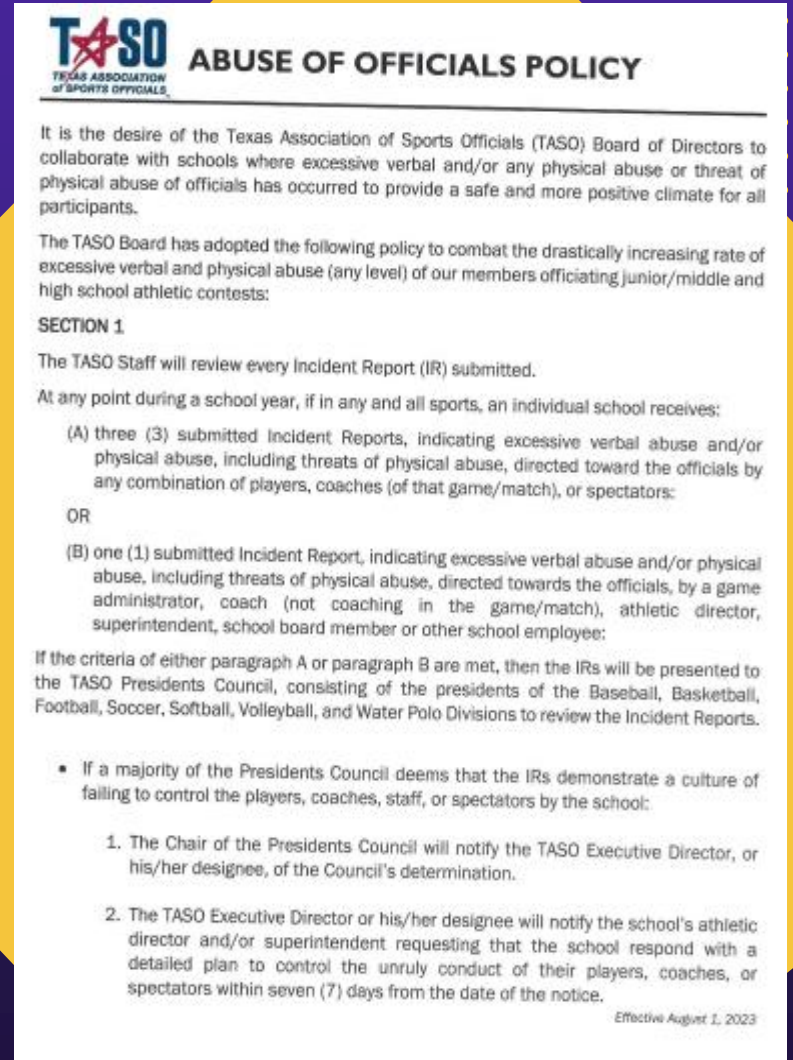
For non-school activities, the C&CR prohibits the following:

- Shall not instruct any student in 7th – 12th grade from his/her own attendance zone unless the student is his/her own biological or adopted child.
- Shall not schedule matched games. A matched game is a contest between TWO teams that is not apart of a league schedule or tournament.
- Shall not transport students in a school vehicle or with school resources.
- Shall not use school athletic equipment, school uniforms and school health/first aid supplies.
- Shall not use school or booster funds for any expenses associated with the activity
- Coaches should abstain from any practice that makes a student feel pressured to participate in non-school activities (Section 1201 [b, 10]).
- **Coaches shall not gain financially from a student's participation in a non-school activity.**



ABUSE OF OFFICIALS POLICY

- At any point in the school year, if in any and all sports, an individual school receives:
- 3 incident submitted incident reports indicating excessive verbal and or physical abuse including threats of physical abuse, directed at an official by a player, coach, or spectator
- Or 1 submitted incident report indicating excessive verbal and or physical abuse including threats of physical abuse, directed at an official by a game administrator, coach (not coaching in the game), athletic director, superintendent, school board member, or other school employee





CHECKLISTS

2023-2024 CHECKLISTS

- Checklists for every sport have been created.

All links are live and will take you right to the information you are looking for.

- Will be on manual page.



UIL Coaches Checklist Softball 2022-23

	CHECKLIST	REFERENCE	COMPLETION DATE
✓	PRE-SEASON		
	Register/update profile in the UIL Portal	UIL Portal	Prior to 1 st Practice
	Print and review Softball Manual	Softball Manual	Prior to 1 st Practice
	Update Coach name in Max Preps	MaxPreps	Beginning of school year
	UIL yearly coaching requirements (CCP & TEC) (manual, p. 11)	Coaching Requirements	Prior to 1 st Day of School
	Student participation required forms. Keep on file. (manual, p. 13)	Athletic Forms	Prior to 1 st Practice
	Varsity participation required forms. Keep on file. (manual, p. 13)	Athletic Forms	Prior to 1 st Practice
	Review rules regarding eligibility for athletic contests (manual, p. 12)	C&CR Sec. 400 & 403	Prior to 1 st Practice
	Review Softball Plan (manual, p. 9)	Softball Plan	Prior to 1 st Practice
	Review UIL rule changes (manual, p. 6)	UIL Rule Changes	Prior to 1 st Practice
	Review NFHS rule change (manual, p. 8)	NFHS	Prior to 1 st Practice
	Complete PAPFs and file with UIL Office □ Apply/Complete any necessary Waivers and file with UIL	PAPF Process Waiver Information	Prior to 1 st Practice
	Submit Varsity Team Eligibility Form to district chair (UIL Portal)	UIL Portal	Prior to 1 st Contest
✓	REGULAR SEASON		
	First day of practice		January 13
	First day for interschool scrimmages		January 28
	First day for playing interschool games		February 13
	Update schedule and record on MaxPreps	MaxPreps	Ongoing
✓	POST-SEASON		
	Print and review Post Season Handbook	Post Season Handbook	
	District Certification by District Chair	Certification Instructions	April 25

COMMUNICATION

* **Communication with future athletes**

- ❖ 7th grade draw
- ❖ Visible at middle school contests

* **Communication with current athletes**

- ❖ Expectations
- ❖ Goals
- ❖ Policies and procedures (discipline, travel...)

* **Communication with parents**

- ❖ Keeps parents informed regarding:
 - Student attendance
 - Discipline
 - Practice, game and schedule changes
 - Student injury/ emergencies
 - Academics

* **Communication with Campus and Athletic Admin**

- ❖ **Notify immediately if the following occur:**
 - An athlete is severely injured
 - An ambulance is called
 - Security is summoned for a disturbance
 - Coach/player is ejected from a contest
 - Severe parental problems (Coordinator/ Campus Admin/ Athletics)
 - If a Student Athlete is removed from the program



Communication with Athletic Trainers

- Know who has been cleared to participate
- Confirm treatment times
- Organize with other in-season sports regarding practice times over breaks
- Trainers issue the final release for a student athlete to return to play



* **Communicate with all parties professionally**

- ❖ School Email
- ❖ Phone communication (calls and texts)
- ❖ Return all calls and emails within 24 hours

* **Treat everyone with respect**

* **Use good judgment with social media**

* **Refrain from language and topics offensive to others**

* **Share success with others**

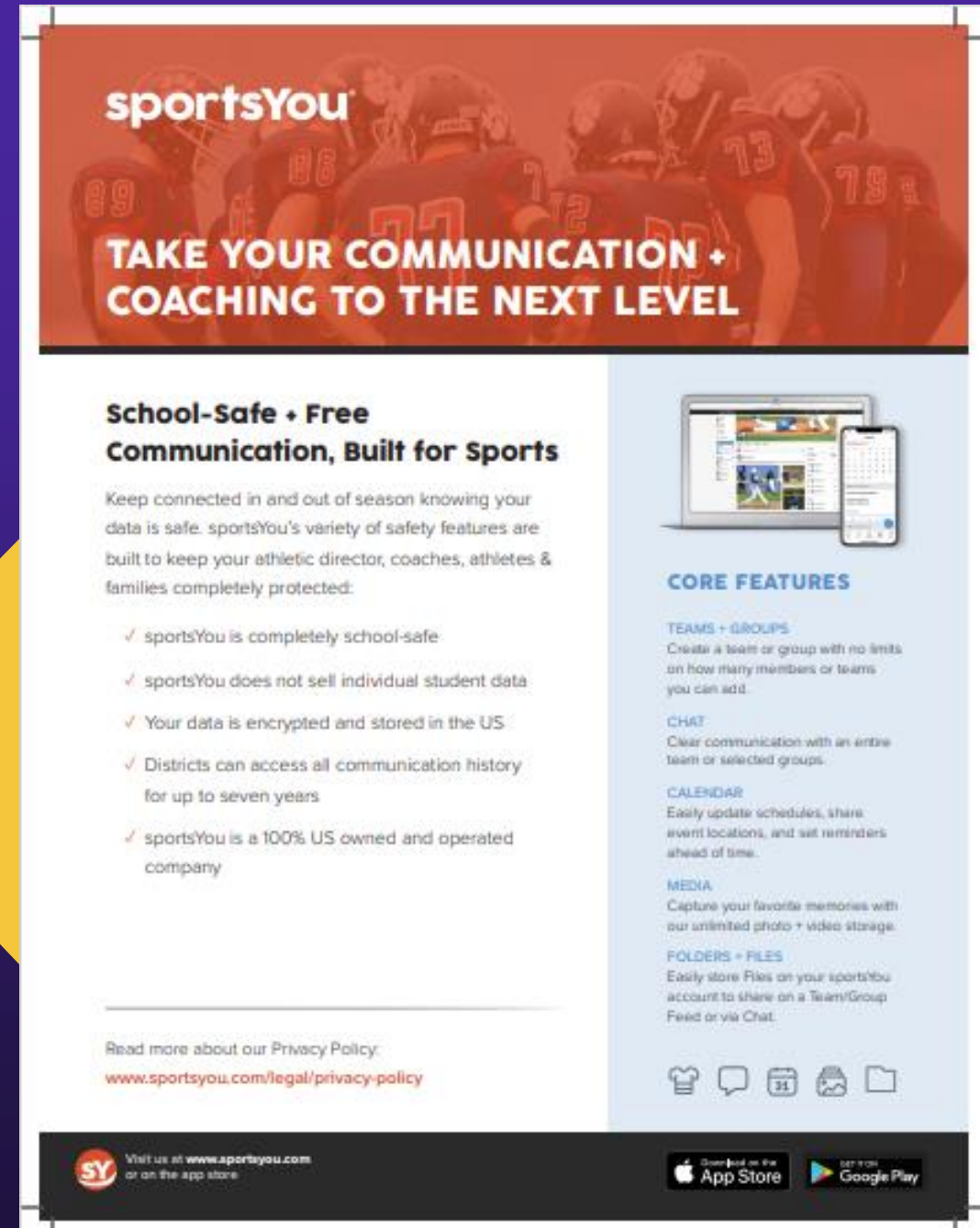
(student achievements, community service, awards...)

Good proactive communication will alleviate many problems



sportsYou

- All communication with students **MUST** be through the sportsYou app.
- All accounts **MUST** have at least two coaches listed as administrators.
- Communication between coaches and student athletes can only occur during the hours of **6am and 9pm**.
- Coaches are expected **not** to give out their personal cell phone number to student athletes.



The graphic is a promotional flyer for the sportsYou app. At the top, there's a header with the sportsYou logo and a background image of football players. Below this, the main headline reads 'TAKE YOUR COMMUNICATION + COACHING TO THE NEXT LEVEL'. The flyer is divided into two main columns. The left column is titled 'School-Safe + Free Communication, Built for Sports' and lists five bullet points about safety and privacy. The right column is titled 'CORE FEATURES' and lists five features: TEAMS + GROUPS, CHAT, CALENDAR, MEDIA, and FOLDERS + FILES. At the bottom, there's a footer with the sportsYou logo, a link to the privacy policy, and app store download buttons for the App Store and Google Play.

sportsYou

TAKE YOUR COMMUNICATION + COACHING TO THE NEXT LEVEL

School-Safe + Free Communication, Built for Sports

Keep connected in and out of season knowing your data is safe. sportsYou's variety of safety features are built to keep your athletic director, coaches, athletes & families completely protected:

- ✓ sportsYou is completely school-safe
- ✓ sportsYou does not sell individual student data
- ✓ Your data is encrypted and stored in the US
- ✓ Districts can access all communication history for up to seven years
- ✓ sportsYou is a 100% US owned and operated company

Read more about our Privacy Policy:
www.sportsyou.com/legal/privacy-policy

CORE FEATURES

TEAMS + GROUPS
Create a team or group with no limits on how many members or teams you can add.

CHAT
Clear communication with an entire team or selected groups.

CALENDAR
Easily update schedules, share event locations, and set reminders ahead of time.

MEDIA
Capture your favorite memories with our unlimited photo + video storage.

FOLDERS + FILES
Easily store Files on your sportsYou account to share on a Team/Group Feed or via Chat.

SY Visit us at www.sportsyou.com or on the app store

Download on the App Store | GET IT ON Google Play



Alvin ISD Athletics EXPECTATIONS

INTEGRITY FIRST!

- ❖ Great role models- Set the example to others everyday
- ❖ Be a mentor for our students and other coaches
- ❖ Make student safety a priority
- ❖ Be a leader and visible on your campus
- ❖ Be professional (Dress, Communication, Relationships, Language, Reliability, Duties, Paperwork...)
- ❖ Prepare students for postgraduate aspirations



SAFETY and SECURITY

- All doors **MUST** always remain locked.
- Doors **CAN NOT** be propped open for any reason.
- All gates **MUST** be locked when facility is not in use.
- **DO NOT** give your keys to a student or non-school employee.
- Students **MUST** always be supervised by a coach. ***Locker rooms after games and travel**



HS/ JH RELATIONSHIP

- ❖ Each HS head coach **WILL** host a coaches clinic for their feeder program.
- ❖ HS coaches **WILL** attend JH games.
- JH Coaches **WILL** be available to scout, work games, and tournaments.



HOME VISITS/ Pre-Season Meeting

- **MUST** be done for all **VARSITY ATHLETES**.
- **MUST** have the parents sign the home visit form.
- Forms **MUST** be turned in to your campus AD.
- You **MUST** have a pre-season parent meeting. (Topics that must be cover are listed in the Google Drive)



Pre-Season Meeting Agenda Items

Parent Packet

Home Visit Forms

Parent Expectations

Athlete Expectations

Parent/Athlete Communication

Bus Request

Meal Request/ Green Forms

Tournament Entry

Season Vision and Goals

Travel Itinerary

Website Maintenance

Blue Forms



Pre-Season Meetings With Athletic Department

Meeting Dates

Aug 2 Football, Volleyball, Tennis, Cross Country

Sept 6 Team Tennis, Water Polo, Golf

Oct 11 Basketball, Swimming

Nov 15 Soccer

Dec 6 Individual Tennis, Powerlifting

Jan 10 Baseball, Softball, Track

Bass - Football, Soccer, Powerlifting, Cross Country, Tennis, Track

Newsom - Volleyball, Swim, Water Polo, Softball, Baseball, Cheer, Basketball, Golf



PURCHASING

- Last day for a PO is February 14, 2024
- Under Armour/BSN
- Quotes
- PO Request
- Approved by Athletic Directors
- Copy of the PO will be emailed to you once it has been entered
- Campus athletic secretary/JH Coordinator will check-in all items and let you know when you can pick them up



2WORD CHARACTER DEVELOPMENT

- **COMMITMENT COUNTS**
- **Character Development**
- Every Week each program **MUST** watch the video.
- **AthLead** during the school year.
- Community Service: HS 2500 per campus, JH 1000 per campus



Lessons Learned from Last Year

- NO student athlete(s) should be left unattended at a hotel
- Student athletes are not allowed to enter a coaches hotel room
- Communicating with student athlete's afterhours is prohibited.
- Home visits MUST be completed for all varsity athletes.
- Cell phone use is prohibited while driving a school bus.
- You must report any damage to a bus to Transportation immediately.
- Tax and Tips on receipts
- DO NOT go over meal per diem

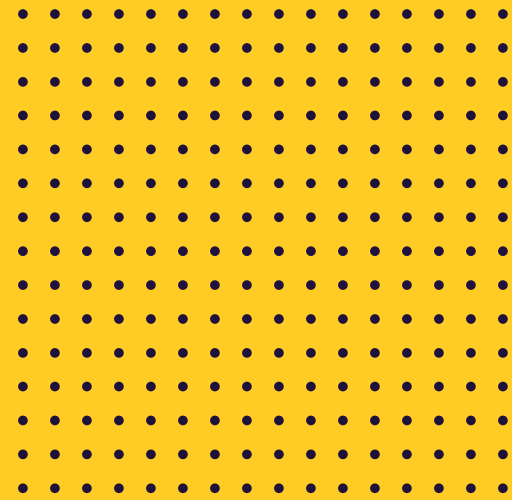
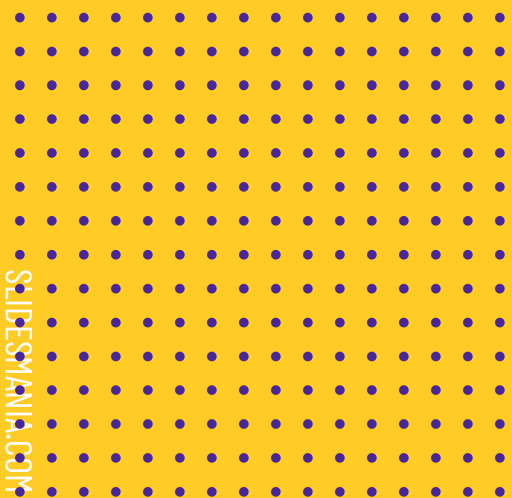


Lessons Learned from Last Year

- Use appropriate language when talking to student athletes.
- Sales Tax Must be removed from all hotel receipts.
- All Official Sheets **MUST** have a coach's signature.
- You **CAN NOT** use personal credit cards for purchases.
We **WILL NOT** reimburse.
- Honesty is always the best policy!
- Consuming alcohol is not permitted while on an AISD sponsored trip or while driving an AISD vehicle.
- Always use **APPROPRIATE** Language and **TOPIC** with students.
- When collecting money always give receipts and turn the money in ASAP.



REMINDERS



- Do not give students a ride in your personal vehicle
- Student must ride the bus to and from events (if they are approved to leave, they must have a signed release form and leave with their parent).
- Build great relationships
- Use appropriate language
- DO NOT add job titles without approval from AD
- Check grades at each grade report
- Fundraisers- Each sport is expected to do at least 1 major fundraiser that is approved by the campus principal, campus Assistant Athletic director, and booster club



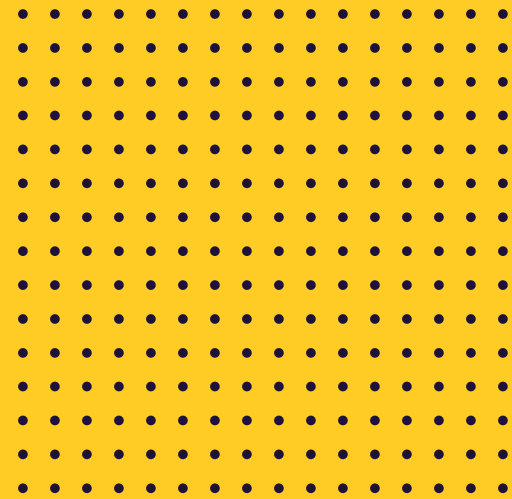
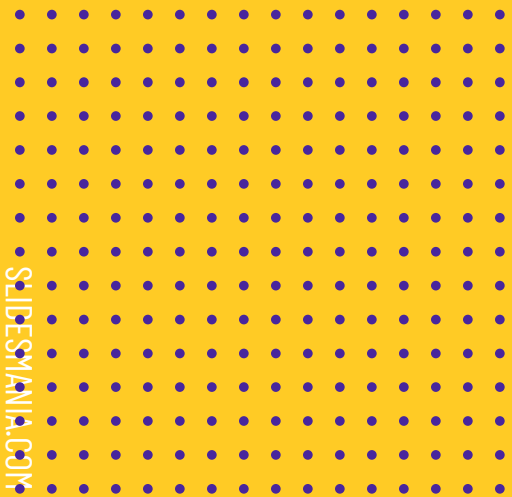
- Amazon Wish List for athletic needs is not allowed
 - Facility request must be done for games and practices
 - Help with trash after events
 - Never visit with a student or parent alone (24 HR Rule)
-
- Please make sure you have an alarm code, when entering the building, please make sure the alarms are turned off.
 - DO NOT GIVE YOUR KEYS/ SWIPE CARD TO ANYONE
 - You must turn in your request for meals/ tournaments entry fee 21 days in advance



- Communicate if you are applying for other job
- All schedules must follow the template that is in your Google Drive. Remember that the superintendent, campus principal, and athletic director must be listed
- Picking teams- Make sure that you have data to support your decisions
- Practice plans WILL be turned in to your head coach or JH coordinator
- Appropriate use of social media
- When sharing opinions, keep it to the facts
- Athletes should be dressed appropriately in athletics



Hazing



Alvin ISD Athletic Google Drive

- UIL Constitution and Contest Rules
- TEA Side by Side
- UIL Season Start Dates/ Tournament Information
- Alvin ISD Eligibility Calendar
- Alvin ISD Handbook and Extra-Curricular Code of Conduct
- Senate Bill 82
- Concussion Video (New Hires)
- Houston Area Entry Fee Agreement
- Mascot Media Tutorial
- Live Streaming Instructions
- Playoff Agreement
- Tax Exempt Form
- Hotel Tax Form
- Booster Club Form



Alvin ISD Athletic Google Drive

- PO Request Form
- Facility Request Form
- Meal Roster
- Student Travel Release Form
- Parent Meeting Topics
- Home Visit Forms
- Clear Bag Policy



Important Dates for 2024

- 5/20/24 CPR @ Alvin HS
- 5/21/24 CPR @ Manvel HS
- 5/22/24 CPR @ Shadow Creek HS
- 5/23/24 CPR @ Iowa Colony HS
- 5/24/24 Coaches Physicals
- 5/29/24 AthLEAD
- 7/17/24 and 7/18/24 Coaches In-service



***“Kids can’t find purpose IN sports,
but they can learn how to
live their purpose THROUGH sports.”***

Athletics is more than a game.

It’s a classroom.

It’s mentorship.

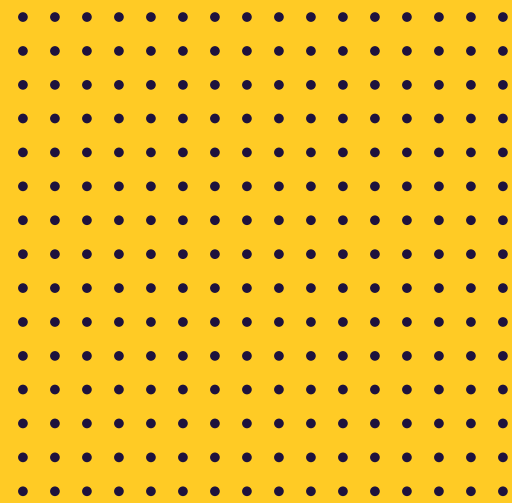
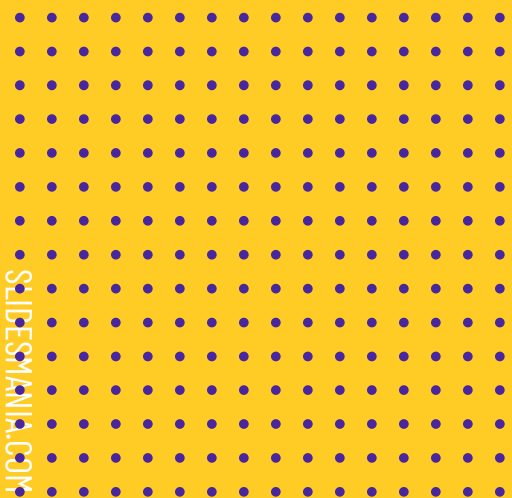
It’s a safe space.

It’s a community.

It’s a launch pad.

It’s a reason to show up..and more.”

--- 2WORD Character Development





Thank you!

Alvin ISD Athletics



COMMITMENT COUNTS

WELCOME to 2023-2024 Coaches In-service



ALVIN ISD ATHLETICS

ALVIN ISD ATHLETIC SUCCESSES COMMITMENT COUNTS!

- ◎ Over 5000 Student Athletes Participating
- ◎ 67 Alvin ISD Athletes Received Scholarships
- ◎ 31 Alvin ISD Teams Made Playoff Appearances
- ◎ Over 40 Athletes Made State Championship Appearances
- ◎ 6 State Championships
- ◎ 7 Coaches of the Year Recipients



COMMITMENT COUNTS

Lunch is from 11:30-1:00

Local Restaurants

- Honores Cajun Seafood
- Manvel Seafood
- Dilly's Seafood
- Big Horn BBQ
- Burger Barn
- Center Court Pizza
- Subway
- Dairy Queen
- Wendy's
- Taco Bell
- Burger King



COMMITMENT COUNTS

Room Assignments After Lunch

- AHS/ AJH/ FJH/ HJH: Auditorium
- ICHS/ JCJH: A162 LGI 1
- MHS/ MJH/ RPJH: LGI 2
- SCHS/ RMJH/NRJH: Cafeteria



JH Presentation Room Assignments

- 1:40
 - Practice Planning A232 LGI 2
 - Building Buy in with Your Student Athletes: A162 LGI 1
- 2:20
 - Coaching 101: Expectations of a Great JH Coach: A232 LGI 2
 - Aspiring to be a High School Coach: A162 LGI 1
- 3:00
 - Coaches Being Campus Leaders: A232 LGI 2
 - Balancing the Teacher/Coach Responsibilities: Auditorium



HS Presentation Room Assignment

- 1:40
 - Practice Planning: Auditorium
 - Developing Servant Leaders/ Character Development: Cafeteria
- 2:20
 - Conducting a Productive Parent Meeting: Auditorium
 - Promoting Your Program Through Social Media: Cafeteria
- 3:00
 - Balancing the Teacher/Coach Responsibilities: Auditorium
 - Aspiring to be a Head Coach/ Athletic Administrator- Cafeteria

