

ALBUQUERQUE AVIATION ACADEMY COACHING EXPECTATIONS



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Albuquerque Aviation Academy values the critical role school coaches play in supporting students, promoting best practices, and driving student achievement. Your role as a coach is beyond skill-building; it involves fostering a supportive, goal-oriented environment where athletes can thrive physically, mentally, and socially. Below are the expectations, responsibilities and requirements of being a coach for any of our teams at Albuquerque Aviation Academy.

These coaching expectations are intended as general guidelines and may not address every possible circumstance. They are designed to support the sports directly funded and supported by Albuquerque Aviation Academy, including, but not limited to basketball, cheerleading, volleyball, and flag football. Archery is considered a school-sponsored sport; however, the school does not provide funding, coaching, or program support for it. In cases like archery, the general expectations still apply, though certain details may differ. Coaches should consult the Athletic Director with any sport-specific questions or clarifications.

Expectations

- Attend coaches meeting at the beginning of each school year to review all expectations and finalize season details. Meeting date and time will be shared by the Athletic Director.
- Every individual who coaches school sports will view him/herself as a teacher/leader first and will value the concept that interscholastic athletics are an extension of the educational process of Albuquerque Aviation Academy. It is in the relationship between coaches and athletes that life lessons are learned. The values of wellness, citizenship, sportsmanship, integrity, and ethics most affect students in interscholastic athletics when coaches emphasize those values.
- Serve as a role model, demonstrating sportsmanship, discipline, and integrity.
- Time spent with coaches should be enjoyable, educational, positive and worthwhile, because, in most instances, during the season of the activity or sport, a student spends more time under the supervision and guidance of his/her coach than any other adult.
- Establish clear, achievable goals for both individual athletes and the team, focusing on continuous improvement.
- Understand the enormous impact and influence that you can have on students.
- Coaches are professionals who are aware of and committed to upholding the responsibilities they have to follow the rules and regulations of governing bodies and that students should expect to be disciplined for breaches of rules yet treated as fairly as possible in all circumstances.
- All participants in interscholastic athletics should expect to be treated as individuals and as integral parts of a team.
- Focus your attention on developing students who can become contributing members of society by focusing on each student being expected to do his/her best and not focusing totally on whether the school, the activity, or the team ultimately finishes with the most points in the contest.

- Maintain a supportive role that respects the confidentiality of coaching conversations and student needs but follows the rules around mandated reporting.
- Understand and follow the Family Educational Rights and Privacy Act (FERPA)

Responsibilities

Students and their families can expect that the coaches of the Albuquerque Aviation Academy Coaching Staff will perform in the following manners:

- That coaches will communicate practice times, contest schedules and other time commitments in writing to all members of their sport and school administration.
- Prioritize athlete safety by ensuring proper warm-ups, enforcing safety protocols, and monitoring for injuries.
- That coaches will present pertinent information to all student-athletes and their parents/guardians at a pre-season meeting.
- Team rules and regulations, in addition to any mentioned in the Student Handbook, will be well-defined, distributed in writing, discussed, and enforced with all members of the team.
- Coaches will make every effort to ensure that all students involved in their sport will have adequate instruction and will receive the necessary motivation and practice experiences to enable all participants to enjoy success. Observing athletes' performance during practices and games, providing constructive, actionable feedback to support growth.
- Coaches will assist all individuals in their sport to grow socially and emotionally using positive feedback and timely and sensitive communication with each student-athlete in the activity.
- Coaches will attempt to promote school spirit, team spirit, and cohesiveness.
- Coaches will expect the participants in their activities to actively promote and support all other activities of Albuquerque Aviation Academy.
- Each participant in a sport will be encouraged to work to the participant's full potential, and no individual participants will be singled out or blamed for team failures.
- All participants in interscholastic athletics will be taught the skills and rules of the sport and will emerge from the sport with greater technical and tactical proficiency.
- Coaches will be available to the participants who wish to seek counsel from the coach. If an individual participant wishes to speak privately about a personal matter to a coach, an appropriate time and place within acceptable professional boundaries for such discussion will be made available.
- The ultimate goal of the program is to prepare each student to succeed, to do his/her best, and to work to his/her maximum potential.
- Inspire athletes to push their limits, fostering a positive mindset and team spirit.
- Always provide proper supervision of athletes.
- Enforce the rule that a student may not participate in practice or game if they missed any part of school THAT day, unless it was for a medical or other similar appointment and written medical documentation was provided to the school PRIOR to the absence.
- Coaches must verify that every player has a current physical on file prior to participation.
- Coaches must verify that each student meets the minimum academic eligibility requirements. Coaches may implement more rigorous academic expectations as long as they are applied consistently to all players (e.g., weekly grade checks through Edgenuity rather than only checking at the nine-week marking period).

- **Jerseys may not be issued to any player until their athletic fee has been paid in full.** Coaches are responsible for verifying payment before assigning uniforms (Athletic Director will share a spreadsheet with each of the coaches).

Requirements of Being a Coach at Albuquerque Aviation Academy

- All coaches and assistant coaches must be vetted and approved by the school's Athletic Director and Administration
- Submit and pass an FBI Background Check, at their own cost, if not already available, directly to Albuquerque Aviation Academy. The instructions for the Volunteer Fingerprint Process can be found on the school's website at abqaviation.com > Menu > About Us > Volunteering
- Complete once the Recognizing and Reporting Child Abuse Course and submit proof of completion to the Athletic Director/Administration. Course can be accessed on the school's website at abqaviation.com > Menu > About Us > Volunteering > Recognizing and Reporting Child Abuse Course
- Complete once the "School Volunteers and FERPA" Training at <https://studentprivacy.ed.gov/training/school-volunteers-and-ferpa>. Course can be accessed on the school's website at abqaviation.com > Menu > About Us > Volunteering > School Volunteers and FERPA
- Complete annually Brain Injury Training and submit proof of completion to Athletic Director/Administration. Course can be accessed on the school's website at abqaviation.com > Menu > About Us > Volunteering > Brain Injury Training

Handling and Disbursement of Funds

- Head Coaches will receive a stipend for each season/spot they coach.
- Stipends are \$1,000 for primarily middle school programs and \$2,000 for primarily high school programs (varsity).
- Administration will determine which category each sport falls into based on the time commitment involved.
- Stipends will be issued at the end of the season or end of the semester, based on the schedule of the sport.
- Coaches are responsible for ensuring each player pays the \$100 per sport participation fee. This fee does not cover any additional uniforms the student is required to purchase (i.e. cheerleading uniform that the student keeps at the end of the season).
- Coaches may not accept or handle any funds.
- All payments must be made at the front desk and may be paid by cash, credit card, or check.
- Stipends are processed only after the season has concluded and all required documentation is complete.