MA Student-Athletes and Families:

Welcome to the MA Athletic Department! We hope everyone is looking forward to participating on one or more of our teams this year. Athletics are an important component of the education and development of MA students. As our athletic mission states, we are looking to develop our student-athletes in “body, mind and spirit.” Participation in competitive athletics helps to create more capable, fully rounded graduates. We make a concentrated effort to develop a top-notch athletic program where the student-athletes get great coaching and feel supported in every area of their athletic experience. In doing so, we hope to develop student-athletes that perform at a high level, with great sportsmanship and having learned important life lessons.

We have a high rate of participation from the student body, which we feel signifies the importance of athletics in the high school experience. We also see it as a reflection of the positive experience each of our student-athletes has during their time competing in their respective sports. We hope that you will take advantage of the opportunity to represent MA in the athletic realm.

MA is a long-time member of the Positive Coaching Alliance (PCA). The PCA and member schools recognize the value of winning a contest; however, the focus is more so on the importance of the life lessons that can be taught through athletics. PCA states, “We Honor The Game Here.” MA uses this idea as the guiding principle in our approach to interscholastic athletics. The phrase is also a strong reminder to everyone involved with MA Athletics, from student-athletes and coaches to parents and fans, to respect our opposing players, coaches, officials and spectators.

This handbook contains information about our program philosophy, explanations of our key policies, operational information and guidance on how to handle issues that may arise. We realize that no handbook can cover every situation, so we encourage students and parents to contact any one of us with questions or concerns.

We look forward to another great year and thank you in advance for your support of MA Athletics!

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Athletic Department Philosophy

Introduction
An interscholastic athletic program as a co-curricular activity is an integral part of the total education and growth experience at Marin Academy. We at Marin Academy recognize the life lessons that can be taught through athletics, and understand how important the reinforcement of lessons learned in the classroom is to our student-athletes’ experience.

At MA, success will never be judged solely by wins and losses. While these records are the most visible, and simple, gauges of a program’s success, we will consistently evaluate how well we are teaching our student-athletes the valuable lessons of committing to and working with others, goal setting, making choices in life and consistent effort. In this evaluation, our success will be determined.

It is a privilege to participate in high school athletics, and appropriate conduct both in and out of the competitive arena is imperative to retaining that privilege. As a program dedicated to the values espoused by the Positive Coaching Alliance, it will always be important for our student-athletes, coaches, fans and parents to respect their opponents, the officials, and the game in which they participate.

Mission Statement
Marin Academy’s athletic mission is to develop in body, mind, and spirit, scholar athletes who commit to their teams, act with integrity, and compete with sportsmanship, character, and pride.

Membership
MA is a member of the Bay Area Conference and the Bay Counties League-West, with the exception of our boys and girls water polo teams both of which compete in the Marin County Athletic League. We field boys’ teams in baseball, basketball, cross-country, golf, lacrosse, soccer, swimming, tennis, track and field and water polo. We field girls’ teams in basketball, cross-country, lacrosse, soccer, swimming, tennis, track and field, volleyball and water polo. The rules and regulations that govern MA’s interscholastic program come from the California Interscholastic Federation (CIF), CIF’s North Coast Section (NCS) and the Bay Area Conference (BAC).
SPORTSMANSHIP

Sportsmanship and fair play are invaluable components of the Marin Academy Athletic program. Coaches, athletes, parents and spectators are expected to represent MA in a manner that is respectful of others both on and off the field of play. It is our objective to develop and maintain the highest standards of courtesy, emotional discipline, and good sportsmanship.

MA EXPECTS ALL COACHES, STUDENT ATHLETES, PARENTS AND FANS TO BE RESPECTFUL OF OPPOSING PLAYERS, COACHES, OFFICIALS, OR OTHER SPECTATORS. PCA states: “We Honor the Game Here.” Furthermore, MA endorses the Code of Ethics of the North Coast Section and the Bay Counties League. The school urges all concerned with high school athletics to follow the guidelines of that code as follows:

• To emphasize the proper ideals of sportsmanship, ethical conduct, and fair play.
• To eliminate all practices which tend to destroy the best values of the game.
• To stress the values derived from playing the game fairly.
• To show cordial courtesy to visiting teams and officials.
• To establish a positive relationship between visitors and hosts.
• To respect the integrity and judgment of sports officials.
• To achieve a thorough understanding and acceptance of the rules of the game.
• To encourage leadership, use of initiative, and good judgment by the players on the team.
• To recognize that the purpose of educational athletics is to promote the physical, mental, moral, social, and emotional well-being of the individual players.
• To remember that an athletic contest is only a game—not a matter of life and death for the players, coaches, or school community.

MA is a partner with the Positive Coaching Alliance. The PCA emphasizes character-education and the teaching of life lessons through sports. MA’s athletic culture revolves around the concept of “Honoring the Game.” In order to keep this culture alive, we ask that everyone involved with the MA athletic program, be it coaches, players, parents and spectators keep the acronym of “ROOTS” in mind when attending MA athletic events. “ROOTS” stands for respect for: Rules, Opponents, Officials, Teammates, and Self. By respecting everyone involved and focusing positive support on our teams, MA has been able to establish
its program as one that is well known for its sportsmanship.

All of MA’s coaches are certified as PCA Double-Goal Coaches. A Double Goal Coach has two goals:
1) Winning (important)
2) Teaching Life Lessons (more important)
While winning athletic competitions is important to our teams and program, teaching our student-athletes lessons they will use long after their athletic career is finished is the key to our approach. The importance of life lessons is what makes the MA athletic experience a strong example of experiential learning, as well as an important part of an MA student’s overall learning experience.

**Transportation**

Marin Academy will provide transportation to/from practice venues and contests for student-athletes and coaches. Athletic Department staff will arrange and coordinate all team transportation. Team transportation is generally via school bus, chartered coach bus or an MA 10-passenger van. All student-athletes are expected to travel as a team to and from venues when school transportation is provided.

Under certain **limited** circumstances, the school will arrange and allow transportation by other means, namely:

- For athletic venues that are close to MA, student-athletes may be expected to walk or jog to the venue.
- Parents may pick up their child directly from practice or games, provided they have made specific arrangements with the coach to do so. Parents should never depart a practice or game site with their child without first notifying a coach in person.
- Students are not allowed to drive to practice or contests unless emergency or other mitigating factors arise. If the situation warrants a student driving to an event, the student must provide the Athletic Department with **written parental permission** for this privilege (see MA Athletics Driver Permission Form). If a contest is held in or very close
to a city or town where the student resides and time is of the essence for the student due to school-related commitments or in case of emergency, the student may be granted permission to drive themselves, provided that the parent or guardian has submitted a request to do so to the Athletic Department at least one (1) day prior to the contest and the Coach has notified the student that the request is approved.

- With the exception of MA student carpools (registered with the Dean of Students), no student may transport another student from practice or a contest under these special mitigating circumstances. Parental and Athletic Department approval are required in all cases.
- For certain teams (e.g. those with few participants), the Athletic Department, in certain situations, may arrange for travel to practices or contests in private cars. Students may transport themselves in their own vehicles under these circumstances. A parental consent form (see MA Athletics Driver Permission Form) must be completed and filed with the Athletic Department. Students will not be allowed to drive or ride with other students. As noted above, only registered MA student carpools, with parental and Athletic Department permission, may be granted an exception to this policy.

The following guidelines govern travel conduct:
1. Coaches and student-athletes are responsible for the care of the vans and buses. These vehicles should be kept clean and free from damage. Upon return from a trip, athletes are expected to remove all trash and equipment from the vehicle. Passengers are expected to show respect for the vehicle and the driver at all times.
2. Athletes must adhere to any seating arrangement designated by coach and/or driver.
3. Travel dress will be designated by the coach, yet should always be within the school dress code.
4. Failure to follow the above-mentioned guidelines may result in suspension from the traveling squad and/or revocation of driving privileges to athletic practices and/or contests.
Medical Procedures

Physical Examinations
The state of California requires physical examinations for all students participating in a sport. This rule is as follows: An annual physical examination or statement by a medical practitioner certifying that the student is physically fit to participate in athletics is required before a student may tryout, practice or participate in interscholastic competition.

Marin Academy reserves the right to make an independent determination of a student’s fitness for participation in and to prohibit a student from playing in interscholastic sports if a student exhibits a dangerous or potentially dangerous medical, physical or psychological condition, irrespective of a physician’s certificate of fitness.

Medical Clearance and Parental Permission to Play
Prior to the start of the season, each player must have completed all athletic medical forms on the Sportware website and have them on file with the Athletic Trainer. No student may try out, practice or play with a team until his/her Annual Athletic Medical Forms has been completed and turned in.

The Athletic Trainer will track these forms and give a printout of the information for every player in a given sport to that team’s head coach.

Athletic Trainer
Marin Academy retains the presence of a BOC Certified Athletic Trainer as a member of our Athletic Department. Our Athletic Trainer is a trained healthcare provider who is an expert in injury prevention, assessment, treatment, and rehabilitation, particularly in the areas of orthopedic and musculoskeletal disciplines. It is the role of the Athletic Trainer, in collaboration with and under the supervision of physicians, to ensure the safe and healthy participation of MA students in athletics.

The Athletic Trainer has a network of physicians and other healthcare providers trained specifically in the treatment of athletes. MA student-athletes will have the option to access these providers in a timely manner. The goal of this network will be to find providers for families that are a part of one of the major insurance group coverage plans.

The Athletic Trainer will work with teams on the prevention of common injuries seen within a particular sport, as well as help diagnose injuries and design rehabilitation programs for individual athletes. If an injury occurs that needs
physician evaluation, a note from that physician must be on file with the Athletic Trainer in order for the athlete to return to play. The MA Athletic Trainer, in collaboration with a physician, will have final say in clearing a previously injured MA athlete to return to athletic competition.

With a Certified Athletic Trainer on staff, any student-athlete who is injured needs to communicate with the MA trainer. From this point, the Athletic Trainer will help decide a course of treatment and rehabilitation. This process includes communication with the family and, if necessary, a referral to a physician. In cases where the injured student-athlete is referred to a physician, the Athletic Trainer will work with the treating physician to ensure the safe, efficient and appropriate return of the student-athlete to competition.

The presence of an Athletic Trainer provides tremendous care and support for MA student-athletes. Being a part of the MA athletic program is a big commitment, and we hope that the presence of a Certified Athletic Trainer will encourage all MA athletes to continue to put their best effort forward each day, knowing that they will be supported as much as possible.

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**Regulations Regarding the Season**

**Tryouts**
Annual Athletic Medical Forms – No student may tryout, practice or play with a team until his/her Annual Athletic Medical Forms has been completed and turned in.

**Start Dates**
Official practice shall be defined as a practice that is attended by a coach and players that the coach directs, instructs and drills the player, players and/or team. Official practices for the upcoming season shall not begin before these dates:

- **FALL SPORTS**: August 13, 2018
- **WINTER SPORTS**: October 29, 2018
- **SPRING SPORTS**: January 28, 2019

**Length of Tryouts**
ALL STUDENTS: Athletes must tryout by the end of the first week of any given season in order to be considered for any team. For the winter and spring seasons, athletes must finish their current season of sport before trying out for the next season. Any exceptions to this guideline must be cleared through the Athletic Director.
SENIORS, JUNIORS AND SOPHOMORES: Will be given a tryout long enough for the coach and/or coaches to adequately evaluate the player’s talent and ability to contribute to the program.

FRESHMAN: There will be a minimum of 2 tryout days before any cuts are made and a minimum of 2 tryout days for athletes coming out from another sport in the same season. Those who receive permission to tryout after the formal tryout period has ended may receive less than 2 days.

Selection of Teams
In many cases, making a team at MA is highly competitive. While some teams are able to accommodate every athlete who wants to join, many others have a limited number of positions available. Therefore, student-athletes trying out for any MA team should be aware there is a chance that they may not make the team. As a general rule, seniors are not eligible for JV teams at MA.

Once team rosters have been decided upon, coaches are available to meet one on one with student-athletes who have not been selected. The coach will relay to the student-athlete why they were not selected and what skills the student-athlete may work on if they wish to tryout again the following season.

Attendance
In order to tryout for a MA team, the student-athlete must commit to attending every team commitment over the course of the season. This includes practices and/or games that take place on Saturdays, or during school holidays and school vacation. It is understood that family plans are made well in advance, and please be aware of these expectations. Please contact the Athletic Department if advanced notice regarding upcoming dates is needed.

In order to be eligible to participate in the day’s athletic event, all student-athletes must be in school before the end of the first block of the school day, whether the student has a scheduled class or not. The only exception to this rule is when permission to miss the first block of the day has been granted by the Dean of Students. Even if a student-athlete is ineligible to compete in practice or a contest on a given day, their attendance at practice or a contest is expected, to fulfill their commitment to the team and to support their teammates.

Student-Athlete Commitment
Commitment is that drive inside a student-athlete that makes one proud of making the team but also reminds them that making the team is not enough. Commitment is also one of the most important life lessons we hope to teach our student-athletes. To this end, we ask each student-athlete to be committed and persistent in his or her athletic endeavors. The committed player wants to contribute, to give their best effort, to succeed and to be as good as he or she can be. With this idea of commitment in mind, each student-athlete should be committed to working their hardest and giving their best effort in each team activity, be it practice or a contest. When others are going home after school, commitment is what gets the student-athlete to practice every day. This act of commitment to a team helps each team, teammate and one’s own growth. Finally, when a player joins a team, they are making a commitment for the entire season.

Dismissal From A Team/Quitting a Team
To emphasize the importance and great degree of commitment asked of MA student-athletes, the policy with regard to a student-athlete who quits a team before the end of its season is as follows: If a student-athlete leaves a team before the season formally ends, they may not participate on any other MA team until the completion of the previous team’s season of sport. They will also not receive physical education credit for that season. This policy also applies to those individuals who are removed from a team because of academic or disciplinary reasons. It applies without exception to sophomore, junior and senior students. The lone exception to this policy regards freshman athletes. They are allowed to try out for a team and participate for a trial period of 1 week, beginning the first day of the particular season. During this period, they may leave one team and try out for another if they so desire. After the one-week trial period, the exception to the policy is no longer applicable.

If any student does decide to quit a team before the end of the season, they are expected to meet with the coach and the Athletic Director to explain their reasoning.

Moving Up for Post-Season Competition
Coaches must consult with the Athletic Director before approaching sub-Varsity players about moving up to the Varsity level for post-season competition. If the student-athlete is planning on trying out for another team, the current coach should speak with the next season’s coach about bringing up the student-athlete as well. Varsity coaches must present a strong case why the student-athlete is necessary for the welfare of the team during the playoffs, such as filling in for an injured player or providing depth at needed positions.
Multiple-Sport Athletes
With the size of MA’s student body, and in order for our athletic teams to be as competitive as possible, student-athletes are strongly encouraged to participate in a variety of sports at MA if they are capable of doing so.

Playing Two MA Sports During the Same Season
In the spirit of honoring one’s commitment to a team, student-athletes may not play on more than one MA team in one season. Student-athletes cannot participate in preseason workouts for one MA team while being in-season with another MA team.

Playing outside sports during an MA season
With the consistent growth of sports outside of CIF interscholastic athletics, the Athletic Department is cognizant of the fact that some MA student-athletes may chose to be a part of outside teams during any given season. While no MA student-athlete may compete on more than one MA interscholastic team in one season, it is up to the discretion of the student-athlete and their parents or guardians whether to participate for an outside club while also participating for an MA interscholastic team.

MA encourages student-athletes to be a part of the MA athletic experience. If a student-athlete is planning on trying out for an MA team and will also be part of an outside team, this fact needs to be communicated to the MA coach in advance of the upcoming season. If necessary, the student-athlete, their parents or guardians, the MA coach and the Athletic Director should sit down before the season begins to determine the feasibility of playing for both teams. While some accommodations may be made for the student-athlete, with the exception of extraordinary circumstances, the MA team’s schedule takes precedence. There is also the possibility that, after meeting and reviewing the schedules and commitment necessary for both the MA team and the outside team, it may be determined that the student-athlete cannot meet the requirements for the MA team while playing for an outside team.

Practices
As a general rule, MA interscholastic sports teams will meet 5-6 days a week between practices and contests. Various teams will have practice and/or games on Saturdays. As per CIF rules, no team may practice or play on Sundays. MA athletic teams may hold practice during non-religious holidays and extended school vacations, including winter break, Minicourse and spring break. These practices are part of the expected commitment each student-athlete
makes to their team, and schedules should be planned accordingly.

Most practices begin after classes end each school day, and generally run for 2 hours. Weekday practices will generally end in time for student-athletes to catch the late bus home. Due to facility constraints, water polo and basketball will have practices that end at 7PM. There are times when teams may choose to practice before school. In this case, coaches will give the team plenty of prior notice.

Hazing and Harassment
In all areas of school life, including the Athletic Department, MA values the individuality and dignity of each adult and student. It is therefore expected that every coach and student-athlete will treat every other coach and student-athlete with respect, courtesy and support. Hazing of any kind is not acceptable and will not be tolerated. If acts of hazing are discovered, necessary actions will be taken and the responsible parties will be held accountable. Any student-athlete who witnesses hazing or is victimized by hazing should report the information to their coach and the Athletic Director immediately.

Any of acts of harassment will also not be tolerated. MA Students are bound by the harassment policy outlined in the school handbook. The protocol for reporting harassment is also outlined in the school handbook.

Drug and Alcohol Policy
All student-athletes at MA are expected to lead a drug and alcohol free lifestyle. Aside from the legal ramifications, alcohol and drugs prevent a student-athlete from performing to the best of their ability and compromise the student-athlete’s commitment to their team and teammates.

MA students are bound by the MA Drug and Alcohol policy, as outlined in the school handbook. Any team time missed due to disciplinary action taken by the school can affect a student-athlete’s standing on their respective team.

Additional Costs of Athletic Participation
While all efforts are made to eliminate additional costs for student-athletes, at times, there may be added costs for students who participate in athletics at MA. Often times, this added cost is optional team gear (t-shirt, sweatshirt, etc.). On any overnight trips, student-athletes may need to cover the costs of food, lodging and/or transportation.
These costs can be significant at times. Those students receiving financial aid should communicate with the Director of Admissions for support.

**Overnight Trips**

On occasion, MA varsity teams will have an overnight trip as part of their season. This is a privilege for each team, and one that we hope fosters a stronger team bond and facilitates team unity. This privilege may not occur every season during a student-athlete’s career at MA. School rules are in effect on these trips.

**Uniform Policy**

In many cases, student-athletes are issued uniforms and/or equipment that are property of the school. Students and their parents are expected to show reasonable care for these items and will be billed for the cost and time of replacing items that are lost or damaged beyond normal wear and tear.

Uniforms will be handed out before the first contest of each season and collected as soon as possible after the season has ended. Students will sign a uniform contract that clearly delineates what has been checked out to each student-athlete. It is expected that the student-athlete return those specific items they checked out, and that the uniform is in good condition. If not, the student-athlete will be billed for said item. Billing for uniforms will go out 2 weeks after the end of each season. Once billing has been sent, the uniform is the students to keep.

**Athletic Eligibility**

It is expected that all student-athletes will remain committed to their academic studies while participating in athletics at MA. Student-athletes have many demands on their time and participating in interscholastic athletics requires strong time-management skills. Each student-athlete is expected to organize their in-season schedule keeping in mind their academic and athletic pursuits, so as to be able to fulfill their commitment to both academics and athletics.

If a student-athlete experiences some difficulty with their academic load, the student-athlete should communicate with their specific teacher and advisor, as well as the coach and/or Athletic Director.

**Ejection Policy**

The NCS requires that each student-athlete and coach sign an Ejection Policy, which states that an ejection from a contest for unsportsmanlike or dangerous behavior will render a player ineligible for the next contest. The BAC has added an additional (1) game suspension for any
unsportsmanlike conduct ejections. This additional BAC penalty applies to non-league, tournament, league, and post-season play. The penalty can also be carried over to the next season if the two-game suspension is not completed. A second violation of the NCS Ejection Policy will disqualify the player for the remainder of the season. Marin Academy reserves the right to levy penalties in any situation deemed necessary by the Athletic Director.

**Team Parents**

Marin Academy has a long tradition of what we call Team Parents. Organized through the MA Parents Association, a Team Parent is a volunteer who offers their time to help the coaching staff of one of the MA teams. The Team Parent and Head Coach will determine what areas the Team Parent can help with during the season. In the past, these areas have included communication around team parties, organizing volunteers for timers, scorekeepers or putting together a team roster to hand out at games. The Team Parent role has proven to be a valuable part of the MA athletic experience, and the hours put in by these Team Parents is much appreciated by the coaching staff.

**Marin Academy Boosters**

Under the stewardship of the Marin Academy Parents Association, the MA Boosters club is a volunteer organization that is dedicated to supporting the Athletic Department. This organization is focused on publicizing and generating excitement for the interscholastic athletic teams that represent MA in each season. Historically, the Boosters Club has run seasonal BBQs for the fans of MA Athletics. The Boosters also, in coordination with the Marin Academy Parents Association, put together our year-end Athletic Banquet. This event is one of the largest gatherings on campus each year. Highlighted by our student speakers and comprehensive “Year in Athletics” slide show, this night is our chance to come together as a community and celebrate the year that was MA Athletics.
Communication with the School

Student-Athlete Concerns
In accordance with the MA philosophy, we believe our student-athletes themselves are their best advocates. If a MA student-athlete has a concern regarding his/her athletic experience, we encourage them to initiate a conversation about this concern with his/her coach. As the coach is with the student-athlete each day, more often than not, the coach is best equipped to address the student-athlete’s concern. If this conversation does not settle the matter, the Athletic Director is always a viable option with which a student-athlete can discuss his/her concerns.

Communication is a key part of education, but even more so at MA. A student-athlete is strongly encouraged to speak directly with their coach, not only to foster their relationship, but to also develop strong communication skills. Student-athletes should approach their coaches with the respect accorded any MA faculty or staff member.

Parental Concerns
In order to have a successful athletic program, Marin Academy needs the support of the parents. Parents make many sacrifices for their children to be a part of this program, and we appreciate and applaud these efforts on behalf of the student-athletes. We do ask that parents keep the following guidelines in mind:

- MA is a proud member of the Positive Coaching Alliance, and a strong believer in the mission of the PCA. Sportsmanship is of the utmost importance when representing MA in athletics, and parents are an important part of this representation. Just as we ask our student-athletes to respect their teammates, opponents, coaches and officials, we expect the same from our parents.

- Coaches are to be treated with the same respect accorded any MA faculty or staff member. Our coaches put in a tremendous amount of time and energy with our students. It is important that parents, in conversation with their student-athlete, are positive in their tone about the coaches or decisions made by the coaches. We need parents to model the respect for coaches that is expected from the student-athletes.

- If a parent has a concern, it should be expressed at the appropriate time and place. Right before or after a competition is rarely, if ever, the right time to do so. These can be emotional times for both the parent and the coach. Meetings at this time usually
do not work well for the coach or the parent. Below is the procedure for addressing any concerns a parent might have regarding their child’s athletic experience.

From time to time, a parent may have a concern that they would like to bring to the attention of the coach. Appropriate concerns to discuss with coaches include:

- The treatment of their child, psychologically or physically
- Concerns about the behavior of their child

The following matters should be left to the discretion of the coach:

- Decisions regarding which athletes are selected or not selected for a specific team
- Playing time
- Team strategy and play calling

If a parent does have a concern, they should first reach out to the coach by phone or email to address the concern. If necessary, the parent can arrange to meet in person to discuss the concern. If the discussion with the coach or coaches does not provide a satisfactory resolution, the parent should contact the Athletic Director.

Parents should follow this route in bringing their concerns to the school:

- Head Coach of student’s team
- Athletic Director
- Head of School

Correspondence to coaches should reflect the respect accorded any MA faculty or staff member. Anonymous letters or phone calls will not be addressed.

Parent feedback is important to MA, and we welcome comments parents may have. We also encourage parents to support all of our student-athletes by attending games, cheering on MA teams, celebrating our successes and supporting our student-athletes when facing the challenges of athletics.

**Modifications to the Handbook**

Marin Academy reserves the right to make additions to this handbook at anytime during the calendar year.
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The complete schedule and directions to all athletic events can be found at www.ma.org/athletics