



# The Offseason Blueprint

## A Month-by-Month Checklist for High School Football Coaches

This month-by-month checklist is designed to help high school football coaches stay organized and intentional throughout the offseason. Use it as a guide, not a rulebook.

Review each month before it begins, complete what applies to your program and adjust as needed. Add notes as you go. The goal isn't to do everything, it's to focus on the right priorities at the right time so your program is prepared when the season arrives.

## DECEMBER

### Reset, Review, Rebuild

#### Program Review & Reflection

- ☐ Conduct full staff end-of-season evaluations.
- ☐ Complete self-assessment (leadership, culture, performance).
- ☐ Review team metrics: film, stats, efficiency, injuries, tendencies.
- ☐ Hold post-season exit interviews with players.

#### Staff Planning

- ☐ Confirm staff returning next season; identify open roles.
- ☐ Schedule coaching clinic dates and staff PD opportunities.

#### Program Operations

- ☐ Inventory equipment, uniforms, and technology needs.
- ☐ Begin budget planning and funding priorities for next year.

#### Culture & Communication

- ☐ Write and communicate vision for the offseason to players/parents.
- ☐ Celebrate seniors (banquet, awards, recognition).
- ☐ Thank sponsors, boosters, etc.

## JANUARY

### Set the Offseason Plan & Start the Work

#### Strength & Conditioning

- ☐ Launch winter S&C program (foundation phase).
- ☐ Establish attendance expectations and accountability structure.

#### Player Development

- ☐ Assign individual improvement plans ("1-2 things" players must level up).
- ☐ Finalize offseason depth chart starting points.

#### Staff Preparation

- ☐ Begin scheme audit: what stays, what goes, what evolves?
- ☐ Assign coordinator-led deep dives (offense/defense/special teams).

#### Recruiting Support

- ☐ Meet with any college coaches visiting the school.
- ☐ Finalize highlight reels for college prospects.

#### Administration

- ☐ Confirm offseason schedules with AD (weight room, facilities, 7v7, etc.).



## FEBRUARY

# Scheme Refinement & Culture Building

### Football Strategy

- ☐ Complete full self-scout and opponent scout reports.
- ☐ Diagnose key problem areas (3rd down, red zone, explosive plays, etc.).
- ☐ Start drafting updated playbooks and terminology.

### S&C Progression

- ☐ Transition players to strength-building phase.
- ☐ Introduce positional movement skills & speed work.

### Staff Work

- ☐ Staff retreat or scheme weekend (whiteboard sessions, install planning).
- ☐ Review job descriptions and adjust as needed.

### Recruiting

- ☐ Send updated transcripts, height/weight verification, and film to college coaches.

### Program Culture

- ☐ Host team event (bonding, leadership day, volunteer work).

## MARCH

# Install Prep & Spring Logistics

### Football Strategy

- ☐ Finalize spring install plan (what gets taught and in what order).
- ☐ Build spring practice scripts and drill progressions.

### Player Development

- ☐ Conduct mid-offseason strength testing / evaluation day.
- ☐ Identify rising players and potential position changes.

### Operations

- ☐ Order equipment for fall (helmets, shoulder pads, practice gear).
- ☐ Confirm spring practice dates and field availability.

### Communication

- ☐ Hold parent meeting about spring and summer plans.

## APRIL

# Spring Ball Execution

### On-Field Work

- ☐ Run spring practices (fundamentals-heavy, high reps, low scheme).
- ☐ Evaluate players in live or semi-live settings.
- ☐ Track attendance and accountability.

### Staff Evaluation

- ☐ Daily staff debriefs to track player growth and scheme fit.
- ☐ Document notes for depth chart heading into summer.

### Player Development

- ☐ Issue updated improvement plans based on spring results.

### Community & Program Marketing

- ☐ Share spring updates/highlights via social channels or newsletters.



## MAY

### Transition to Summer & Prep for Camps

#### Football & Scheme

- ☐ Finalize full summer install schedule (OTAs, 7v7, lineman challenges).
- ☐ Lock in camp schedules: team camp, contact camp, youth camp.

#### Operations

- ☐ Finalize fall equipment and uniform orders.
- ☐ Verify insurance, physicals, and eligibility requirements deadlines.

#### Strength & Conditioning

- ☐ Move players to speed + power phase of training.
- ☐ Summer attendance tracking plan established.

#### Staff Development

- ☐ Attend clinics, college visits, or host staff development night.

#### Community Work

- ☐ Promote youth camp sign-ups; organize community involvement initiatives.

## JUNE

### Build the Team & Set the Summer Tone

#### Summer Workouts

- ☐ Begin summer strength & conditioning with high accountability.
- ☐ Emphasize speed, position-specific conditioning, and mobility.

#### Football Prep

- ☐ Start summer installs (base offense, base defense, special teams).
- ☐ Compete in 7v7 or lineman competitions—evaluate but don't overreact.

#### Program Administration

- ☐ Confirm final rosters, numbers, and equipment for fall.
- ☐ Meet with AD to finalize the fall calendar: scrimmages, media day, picture day logistics.

#### Culture & Leadership

- ☐ Leadership council check-ins or workshops.
- ☐ Host a team-building event (cookout, retreat, service day).

#### Coach Development

- ☐ Staff finalizes fall practice scripts and daily schedules.
- ☐ Coordinators finish their "first 3 weeks" install plans.

