

Personnel – Certified

Evaluation

Coaches

There shall be an annual evaluation of all coaches, to be conducted by the coach's immediate supervisor. Each coach shall receive a written copy of the evaluation.

Any coach that has held the same coaching position for three or more years, for which the Board terminates or non-renews the contract shall be informed of the Board's decision within ninety (90) days of the completion of the sport season covered by the contract. The coach may request a written statement from the Board specifying the reason(s) for the Board's action. The statement shall be provided within thirty (30) days of the request. The decision to terminate or non-renew the coach's contract may be appealed by the coach in a manner prescribed by the Board.

The Board may terminate the contract of any coach at any time for reasons of moral misconduct, insubordination or a violation of the rules of the Board or because a sport has been cancelled by the Board.

Legal Reference: Connecticut General Statutes

10-151b Evaluation by superintendent of certain educational personnel

10-220a In-service training

PA 04-243 An Act Concerning Notification in Cases of Termination of Coaches

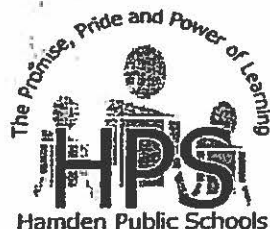
Policy adopted:

June 27, 2005

HAMDEN PUBLIC SCHOOLS
Hamden, Connecticut

Personnel -- Certified**Evaluation****Coaches**

The Athletic Director will evaluate each head coach annually. Head coaches will evaluate assistant coaches. Should the Athletic Director not possess the 092 administrative certificate, the Athletic Director and an assigned administrator will collaborate on these evaluations. The Athletic Director will observe a minimum of two games/practices for each team. The assigned administrator, if necessary, will observe a minimum of one game for each team. The appraisal procedure and evaluation instrument to be used will be discussed with all head coaches and assistants prior to the start of their sport season.



HAMDEN PUBLIC SCHOOLS
Department of Athletics
Assistant/Sub Varsity Coach Evaluation Form

Name of Coach

Coaching Position

Date

General Comments:

1. Effective 2. Satisfactory 3. Needs Improvement 4. No opportunity to observe 5. Not Applicable 6. Refer to comments

A. GENERAL DUTIES.._____.._____

1. Follows policy in the athletic handbook
2. Understands and cooperates with rules and regulations as set forth by the Board of Education, Athletic Department, school, SCC, CIAC and National Federation of High Schools.
3. Establishes rapport with athletic medicine team.
4. Contacts Athletic and Health Offices daily when in season. Works cooperatively with athletic director.
5. Operates program within framework of athletic department philosophy.

B. STAFF DEVELOPMENT.._____.._____

1. Develops rapport and cooperates with the athletic coaching staffs, teachers and administrators.
2. Is appropriately dressed at practice and contests.
3. Participates in professional clinics and workshops.
4. Attends meetings necessary to the welfare of the athletic department.
5. Establishes fundamental philosophy, skills, and techniques to be taught.

C. ADMINISTRATIVE DUTIES.._____.._____

1. Meets deadlines with the athletic office to submit eligibility lists, roster information, training rules, CIAC entry forms, bus schedules, year end reports travel release forms, early dismissal requests, budget, equipment orders and schedule year end evaluation.
2. Understands medical aspects of position and roles of the athletic medicine team.
3. Cooperates in developing non-league schedules.
4. Keeps the athletic director informed about unusual events.

D. PUBLIC RELATIONS.._____.._____

1. Develops sound public relations. Reports results to required news media.
2. Shows self-control in all coaching responsibilities.
3. Displays enthusiasm and vitality in assignments as a coach.

E. STUDENT DEVELOPMENT.._____.._____

1. Provides try-out and team selection criteria.
2. Maintains proper sideline conduct at games toward players, officials and other game personnel.
3. Promotes participation in other school sports and discourages specialization in one sport.
4. Develops respect by example in appearance, manners, behavior, language, conduct and interest.
5. Provides proper supervision and organization of locker rooms, training room and bus trips.
6. Is well versed and knowledgeable in matters pertaining to your sport.
7. Commands individual and team discipline and control.
8. Prepares for practices and plans for contests so maximum instruction is presented, utilizing all opportunities and staff.
9. Provides for individual as well as group instruction.
10. Is fair, understanding and demonstrates care for each student/athlete.
11. Is innovative using new coaching techniques and ideas; in addition to using sound already proven methods of coaching.
12. Is prompt in meeting team for practice, games and bus departure.
13. Shows an interest in student/athlete in off-season activities and classroom efforts.
14. Encourages academic excellence for each student/athlete.
15. Monitors all academic achievement of each participant.
16. Uses all possible ethical means of motivation, emphasizes the value of competitive athletics, acceptable personal behavior, decision making and lifelong values to each individual.
17. Uses positive reinforcement as a motivating coaching technique.

F. FINANCE, EQUIPMENT & FACILITIES.._____.._____

1. Cooperates in sharing the use of facilities with other teams when necessary.
2. Cares for equipment, including issue, collection, inventory and storage.
3. Follows proper procedure for purchase of equipment.
4. Operates sport within the outlined budget.

SUMMARY Date _____ / _____ / _____ Season: _____

of years in this assignment: _____ # of years coaching in MPS _____

EVALUATOR COMMENDATIONS:

EVALUATOR RECOMMENDATIONS:

HEAD/ASSISTANT COACH SUMMARY/COMMENTS:

Signature of Assistant/Sub Varsity Coach

Date

Signature of Head Coach

Date

Signature of Athletic Director

Date

Recommended for Consideration to Reapply

Needs Improvement: Recommended for Consideration to Reapply
with understanding of areas to be improved

Unsatisfactory: Not Recommended for Consideration
to Reapply
