

**SAN ANTONIO INDEPENDENT SCHOOL DISTRICT
COACHES EVALUATION RECORD**

EMPLOYEE NAME _____ **CAMPUS** _____

EMPLOYEE ID # _____

POSITION/SPORT COACHED _____ **DATE** _____

P = PROFICIENT; NI = NEEDS IMPROVEMENT; U = UNACCEPTABLE; N/A = NOT APPLICABLE

I. PROFESSIONAL AND PERSONAL RELATIONSHIPS

	P	NI	U	N/A
1. Maintains open lines of communication with campus administrators both verbally and in writing; regularly updates administration and athletic coordinator regarding athletic issues.				
2. Provides written lettering award requirements to team members and parents as approved by the Principal (high school only).				
3. Provides written team rules, as approved by campus principal, to squad members and parents.				
4. Employs fair and consistent behavior management strategies with all student athletes; heeds due process procedures when investigating student/team misconduct.				
5. Dresses appropriately at practices and games as recommended by the Athletic Department and indicated in the Athletic Handbook.				
6. Develops effective public relations with the school, parents and community.				
7. Supports student athletes/athletic program by participating in sports related school functions.				
8. Maintains appropriate professional conduct towards players, coaches, officials, and patrons at athletic practices and games.				
9. Works cooperatively with coaches at the elementary, middle school and high school levels to develop a coordinated, comprehensive, and vertically aligned athletic program.				
10. Promotes all sports in the athletic program and fosters school spirit and pride.				
11. Establishes and maintains open lines of communication with students and parents.				
12. Works cooperatively with coaching staff.				

COACHES EVALUATION RECORD

	P	NI	U	N/A
13. Works cooperatively with campus administration.				
14. Works cooperatively with the Athletic Department.				

Comments/Commendations: _____

II. COACHING PERFORMANCE

	P	NI	U	N/A
1. Models respect for athletes, coaches, officials and patrons during all coaching situations and athletic events.				
2. Provides responsible supervision for student athletes.				
3. Demonstrates knowledge and expertise in his/her sport.				
4. Develops and implements effective leadership strategies that foster individual and team success.				
5. Designs flexible, well-coordinated and well-organized practice/game schedules that maximize team, staff and facility resources.				
6. Models the fundamental philosophy, skills and techniques endorsed by the SAISD Athletic Department for student athletes.				
7. Demonstrates respect and good sportsmanship on and off the playing field; establishes expectations for student athletes and staff to do the same.				
8. Updates coaching techniques and ideas.				
9. Models effective leadership skills that promote positive attitudes and efforts among student athletes.				
10. Follows required guidelines for addressing student injuries as found in the Athletic Handbook, board policy and district procedures.				
11. Delegates responsibility to assistant coaches while maintaining full responsibility for the program or sport (head coaches only).				
12. Uses effective, appropriate motivational strategies that comply with the Educators Code of Ethics for teachers and coaches, board policy, and athletic department requirements.				
13. Places appropriate emphasis on the role of competitive athletics in the total development of the student athlete.				

COACHES EVALUATION RECORD

	P	NI	U	N/A
13. Assumes responsibility for the proper procurement and care of athletic equipment.				
14. Maintains and prepares facilities and equipment for practice and competition in accordance with athletic department, board policy and district procedures.				
15. Follows district guidelines for the purchase of equipment as specified in the Athletic Handbook, board policy and district procedures.				
16. Follows district guidelines related to student activity accounts as specified in the Athletic Handbook, board policy and district procedures.				
17. Maintains expenditures for the assigned sport within the budget in accordance with board policy and district procedure. (Head Coaches only).				

Comments/Commendations: _____

IV. SUPERVISION/LEADERSHIP

(The criteria in this Domain apply to Athletic Coordinators only)

	P	NI	U	N/A
1. Serves as a liaison for the athletic department.				
2. Communicates athletic department information and philosophy via monthly and regularly scheduled coaches meetings.				
3. Works collaboratively with male/female athletic coordinators to address issues related to the campus athletic program.				
4. Develops a collaborative and vertically aligned program for campuses within their area cluster schools.				
5. Assists in the selection and hiring of new coaches.				
6. Assists in the evaluation of campus-based coaches.				
7. Supervises and coordinates campus athletic facilities.				
8. Monitors and maintains up-to-date records for the assigned athletic programs.				
9. Uses 5 Measures Report Card data to provide support guidance and direction to coaches regarding the athletic program.				

Comments/Commendations: _____

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I have read this performance review and I do agree with its content.

I have read this performance review and I do not agree with its content.

Response will follow: YES NO

SIGNATURES:

EMPLOYEE: _____ DATE: _____

CAMPUS ADMINISTRATOR: _____ DATE: _____
(Name & Title)