

Policies of the Board of Education

Series 500: Personnel

HEAD COACH EVALUATION

538-Exhibit

This evaluation process is meant to assist coaches in setting goals for the programs they oversee, to maintain communication with regards to program with the Activities Director, and to encourage and identify areas of professional growth. A major part of the process will consist of a yearly pre-season and post-season conference with the Activities Director. A written evaluation will be done on a yearly basis.

The evaluation instrument will focus on:

- Short-term goal setting (for upcoming season)
- Long-term goal setting (for entire program)
- Communication skills
- Organizational skills
- Knowledge of game (Individual skills and team strategies)

These areas are in the Head Coaches job description. The evaluation instrument will be signed by the coach and the Activities Director. A signed copy will be kept by each as well as the High School Principal.

- I) Short term goals
 - Goals and expectations for the immediate season.
 - Team strengths/weaknesses to work on.

- II) Long term goals
 - Areas the head coach wants to see improved in the overall programs.
 - Off-season expectations of players.
 - Development of feeder programs.

- III) Communication skills
 - Demonstrates ability to effectively communicate with
 - Players
 - Assistant coaches
 - Support staff (managers, custodians, trainers, etc.)
 - Administration
 - Teaching staff
 - Parents/Booster Clubs
 - Media

- IV) Organizational skills

- Demonstrates effective organization of:

538-Exhibit continued

- Practice time
- Programs organization i.e.: (youth programs, off-season programs, etc.)
- Program business i.e.: (Budget, bus and facility forms, pre-season parent meeting, post season banquet, etc.)

V) Knowledge of Game

- Understanding of individual skills
- Understanding of team strategies
- Player management
- Application of knowledge in practice and game settings

VI) Leadership Abilities

- Contributes to overall positive school environment
- Supportive of all school programs
- Involvement in professional associations/professional development

VII) Summary

- A. Strengths
- B. Areas for Improvement
- C. Suggestions for Improvement

Head Coaches' Signature _____ Date _____

Activities Director Signature _____ Date _____

Adopted: June 2000
April 2002

Waunakee Community School District