

Personnel

Evaluation of Coaches

The Woodstock Academy Board of Trustees believes that through the annual evaluation of coaches, student athletes will have the best athletic experience as possible.

It is the expectation of the Board of Trustees that all athletic coaches: adhere to all policies, rules and regulations; conduct themselves in a professional manner; serve as role models for students; and demonstrate competence and proficiency in his/her role.

The Athletic Director or his/her designee will evaluate The Woodstock Academy coaches, head coaches and assistants each year and receive a written copy of the evaluation.

It is the responsibility of all administrators, coaches and other professional staff members to recognize that The Academy intends to seek and maintain the best-qualified staff to provide quality coaching for student athletes. In keeping with this goal, all personnel are expected to participate fully in the appraisal process.

Employment of an Athletic Coach

Athletic coaches serve at the discretion of the Head of School or his/her designee and their employment in their specific coaching positions (e.g., V. basketball, JV soccer) may not be non-renewed or terminated if the athletic coach has served in the same coaching position for three (3) or more consecutive school years, unless, the Head of School, through writing, non-renews the employment of any such athletic coach within ninety (90) calendar days of the end of the season for:

1. Reasons of moral misconduct, insubordination, failure to comply with the Board's policies, and/or the school's rules and regulations
2. Poor annual reviews
3. Cancellation of sport

If a decision to terminate a coach's employment is made during the athletic season, the Head of School shall remove the coach from duty during the pendency of any hearing conducted pursuant to this policy.

Hearing Procedures

An athletic coach who has served in the same coaching position for three (3) or more consecutive years may appeal any such non-renewal or termination decision (except if such decision was due to cancellation of the sport) to the Board of Trustees in accordance with the following procedures:

1. The athletic coach must file a written appeal with the Board within ten (10) calendar days of the Head of School's written notification of non-renewal or termination. Such appeal shall set forth the basis on which the athletic coach seeks review of that decision, and a copy of said appeal shall be sent to the Head of School. Failure to submit a timely written appeal shall constitute a waiver of said appeal opportunity.
2. Within a reasonable period of time of its receipt of a written appeal of the Head of School's decision, the Board or an ad-hoc committee of the Board as designated by the President of the Board shall conduct a hearing to consider such appeal. Reasonable notice of one week of the time and place for such hearing shall be issued to the athletic coach prior to the commencement of the hearing.
3. At the hearing, the athletic coach shall have an opportunity to present facts and evidence in support of renewal and/or reinstatement, and the Head of School or his/her designee shall have the opportunity (but shall not be obligated) to present facts and evidence in support of the decision of non-renewal and/or termination. For good cause shown, the athletic coach may call a limited number of witnesses to testify if there is a clear need for witnesses to present factual information (rather than simply expressing an opinion

on the skill or competence of the athletic coach). In any event, cumulative or redundant testimony shall not be allowed.

4. The decision of non-renewal or termination shall be affirmed unless the Board determines that the decision is arbitrary and capricious. The coach shall bear the burden of proof on this point.
5. Within a reasonable period of time following the hearing, the Board shall determine whether the Head of School acted in an arbitrary and capricious manner in making his/her decision not to renew and/or to terminate and shall provide a written decision to the coach. The decision of the Board shall be final.

Policy Approved: March 22, 2005
Policy Updated: March 10, 2015

The Woodstock Academy
Woodstock, CT