

HIRING, APPOINTMENT, AND EVALUATION OF COACHES

I. Statement of Policy

- A. It is the Policy of the District to appoint interschool athletic coaches in conformance with Sections 135.4 and 135.5 of the Commissioner's Regulations. This includes all head coaches and assistants for varsity, junior varsity, freshman and junior high (modified) teams.
- B. Interschool athletic coaches shall be appointed by the Board, upon recommendation of the Superintendent.
- C. This Policy governs the appointment of all interschool athletic coaches, whether serving in a paid or unpaid (volunteer) capacity.

II. Minimum Qualifications To Be Appointed An Interschool Athletic Coach

- A. To be considered for appointment by the Board as an athletic coach, an individual must:
 - 1. Be a certified physical education teacher with valid first aid and CPR certification, as described in Section 135.5 of the Commissioner's Regulations, or
 - 2. Be a teacher certified in an area other than physical education who
 - a. possesses coaching qualifications and experience, and
 - b. has a valid first aid and CPR certification, as described in Section 135.5 of the Commissioner's Regulations, and
 - c. has completed the education program for coaches described in Section 135.4(c)(7)(i)(c)(2), or has demonstrated a plan and intention to complete such a program within the time frame described there, and
 - d. on a biennial basis, completes a course of instruction relating to mild traumatic brain injuries; or
 - 3. Hold a professional coaching certificate issued by the Commissioner and, if that certificate was issued before August 7, 2014, complete two-hours of coursework or training in child abuse and maltreatment in compliance with Section 3036 of the Education Law, or

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4. If no one holding the qualifications described in subsections 1 through 3 above is a candidate, hold a temporary coaching license issued by the Commissioner and, if that license was issued before August 7, 2014, complete two-hours of coursework or training in child abuse and maltreatment in compliance with Section 3036 of the Education Law, or
 5. Have been employed as a coach in New York State schools on or before September 1, 1974.
- B. The purpose of this policy is to ensure that coaching positions are filled by the most qualified candidates while complying with state regulations. If an applicant with the required coaching certification and experience is not available, the Superintendent is authorized to support the application of a qualified candidate for a temporary coaching license by submitting to the Commissioner the statement described in Section 135.4(c)(7)(i)(c)(3)(i) of the Commissioner's Regulations. This policy does not guarantee a coaching position to a teacher simply by virtue of their teaching status. When multiple certified candidates apply, whether teachers or non-teachers, the district will conduct an equitable hiring process to select the most qualified individual for the role.
- C. No one shall serve as an athletic coach in the District who has not undergone fingerprinting and received clearance from the State Education Department.
- III. Evaluation of Coaches Holding A Professional Coaching Certificate
- A. All coaches, regardless of certification type or employment status, shall receive an annual evaluation. The evaluation will assess coaching effectiveness, communication, leadership, and adherence to district and NYSED coaching standards and be completed by the athletic director and/or principal who has been responsible for the supervision of the coach that year.
- B. Each evaluation of a person holding a professional coaching certificate shall include an assessment of the following components:
1. communication and interpersonal skills, including interactions with colleagues, students, parents, and the general public,
 2. supervisory capabilities,
 3. organizational capabilities,

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4. leadership capabilities,
5. knowledge and proficiency in first aid, CPR, sexual abuse guidelines, and athlete injury-related protocols and procedures,
6. compliance with District requirements and guidelines for purchasing equipment, uniforms, and related supplies, and for storing and maintaining sports equipment.

IV. Compliance and Recordkeeping

- A. The Superintendent shall establish procedures to insure that all appointed coaches complete any necessary courses and maintain current first aid skill and knowledge.
- B. Permanent records of persons who serve in the District as athletic coaches shall be maintained.

Waterville Central School District

Adopted: 02/23/94, 08/26/97

Revised: 05/24/95, 01/26/16, 06/10/25