

MILLARD PUBLIC SCHOOLS – HEAD COACH ASSESSMENT AND EVALUATION

Name:
Assignment:
School Year:

Evaluator:
School:

Pre- Season Goals- Completed by Head Coach

Activity Director Pre-Season Comments

Pre-Season Meeting Date:

Post-Season Evaluation – Completed by Athletic Director

0: Not Observed 1: Not Meeting Expectations 2: Needs Improvement 3: Meeting Expectations 4: Exceeding Expectations
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Player Development –

Plans and conducts safe, effective, and organized in-season practice sessions. This includes, but is not limited to individual skill development, team strategies, strength and conditioning as per sport demand.

0 1 2 3 4

Promotes positive life skills, appropriate decision making, and informs athletes of the dangers of drug and alcohol use.

0 1 2 3 4

Assists the student-athlete in post-secondary athletic opportunities.

0 1 2 3 4

Evaluator Comments (optional):

Professional/Personal Development –

Maintains appropriate communication with all stakeholders. 0 1 2 3 4

Pursues professional development that will enhance program success. 0 1 2 3 4

Models appropriate and respectful behaviors and maintains high expectations for athletes' behavior. 0 1 2 3 4

Evaluator Comments (optional):

Program Development –

Assigns duties and evaluates performance of assistant coaches to promote growth. 0 1 2 3 4

Plans and conducts effective off-season programs. 0 1 2 3 4

Prepares for practices and games by planning, scouting, and game analysis as per sport demand. 0 1 2 3 4

Plans and conducts effective staff meetings, tryouts, practices, team meetings, and athletic contests. 0 1 2 3 4

Develops programs and clinics to reach out to future and current athletes in the community. 0 1 2 3 4

Supports the entire athletic program and is an active participant in striving to improve the activities program as well as the total educational program of the schools. 0 1 2 3 4

Evaluator Comments (optional):

Administrative Duties –

Adheres to the NSAA, district, and school athletic policies and procedures.	Yes	No
Maintains an accurate squad roster at all times.	Yes	No
Submits contest results and statistics in a timely manner.	Yes	No
Cooperates with the activities director in verifying that athletes have met all eligibility requirements prior to equipment check out and participation.	Yes	No
Assumes responsibility for supervision of all athletes.	Yes	No
Inspect and maintain equipment in regards to safety. Enforce rules regarding care and proper use of equipment.	Yes	No
Issues and collects equipment and submits inventory records. Prepares equipment and supply budget requests to the activities director.	Yes	No
Conducts pre-season parent meeting.	Yes	No
Appropriate supervision of site and spectators when a site administrator is not present.	Yes	No
Monitors health and safety of the players.	Yes	No
Monitors student's grades and behavior	Yes	No
Keeps current with all required certifications.	Yes	No
Ensure a safe environment for games and practices.	Yes	No
Report injuries of participants to athletic trainer and provides appropriate follow-up.	Yes	No
Supports and contributes to the success of the entire athletic program.	Yes	No
Submit to the activities office all required forms.	Yes	No

Post Season Reflection – *Completed by Athletic Director and Coach, separate fields, coach respond first.*

Completed by Head Coach:

What are your actions for the off-season to meet you program goals?

Completed by Activities Director:

Activities Director: Check One

- Successful:** To be recommended for continued assignment
 - Needs Improvement:** To be recommended for reassignment, provided an understanding can be reached in areas where improvement is suggested.
 - Unsatisfactory:** Not recommended for continued assignment.
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These signatures indicate that all parties have read the appraisal; they do not necessarily indicate agreement.

Comments:

Activities Director's Signature

Date

Comments:

Coach's Signature

Date

Comments:

Principal's Signature

Date

PRINCIPAL: CHECK ONE

- Agrees with assessment by Activities Director
- Disagrees with assessment by Activities Director

ORIGINAL-COACH COPY-DIRECTOR OF ACTIVITIES COPY-ACTIVITIES DIRECTOR COPY- HUMAN ESOURCES