



Rating Instrument – Athletic Head Coach

Coach's Name	Employee ID	Date
School	Sport Assignment	Season Record

Overall Practices *Any area of concern for one of the categories, or subcategories, may result in an administrative review of this position.*

3 Highly Effective: Exemplary Performance **2 Effective:** Satisfactory Performance **1 Needs Improvement:** Minor concern/Inconsistent performance **0 Ineffective:** Major Concern/Not demonstrated

3	2	1	0
Highly Effective	Effective	Needs Improvement	Ineffective

Administrative

- Ensures that all paperwork and forms are accurate and complete prior to deadlines (i.e., coach certifications, certificate of eligibility, practice schedule, tryout rubrics, bus evacuation, etc.)
- Manages and maintains practice facilities and equipment (i.e., distribution, collection and inventory and storage)
- Works cooperatively with administrative and school staff
- Participates in required county and school athletic meetings
- Reports game statistical information accurately and on time to the athletic department and media outlets
- Successful completion of seasonal coaching responsibilities

Comments:

Sport Specific Instructions

- Practice sessions are organized and run efficiently with limited down time and adequate water breaks
- Practice sessions are reflective of specific short and long term goals
- Game day operations and management
- Student-athletes demonstrate fundamental improvement over the course of the season
- Displays improvement from previous evaluation (if applicable)

Comments:

Program Management

- Effective and appropriate communication with parents, athletes and staff
- Establishes and applies clear expectations and team rules
- Supports Academic Excellence
- Delegate appropriate responsibilities as necessary to coaching staff
- Offseason opportunities for player development
- Knowledgeable of and adheres to MPSSAA and AACPS rules and regulations
- Subscribes to a philosophy that supports the school and counties mission statements

Comments:

Professional Behavior & Representation

- Displays and demands good sportsmanship from all team members
- Promotes a positive coach-player relationship
- Models and promotes professional behavior towards officials
- Coaching staff attire at contests is uniform, appropriate and professional
- Fields, equipment and storage areas are properly maintained

Comments:

Coach's Name	School
--------------	--------

Supervision/Safety				
---------------------------	--	--	--	--

- Injury protocols followed - Heat Acclimatization, Concussion, etc.
- Safety concerns are relayed to the athletic director within 24 hours
- Establishes and implements a reasonable supervision plan for all team members before, during and after school sponsored team events
- Practice sessions follow county/state contact and time limitations
- Utilizes appropriate strength and conditioning practices

Comments:

Finances				
-----------------	--	--	--	--

- All program related accounts are in good standing
- Follows all guidelines related to purchasing procedures
- Collections of funds, purchase approvals, etc.
- Follows all guidelines related to fundraising procedures
- Purchases fulfill program needs
- Orders are submitted in the appropriate time frame

Comments:

Overall Practices Subtotal	
Overall Practices Rating (divide subtotal by 6)	

School Initiatives (10% of overall score)

	Score
1.	
2.	
Scoring: 0–Incomplete 1–Approaching 2–Met (interval) 3–Exceeded	
School Initiatives Score	
Average School Initiative Score (divide score by 2)	

Rating Calculation

	Score	Weight	Weighed Score	
Overall Practices		x .9		<input type="checkbox"/> Highly Effective (2.4–3.0) <input type="checkbox"/> Effective (1.7–2.4) <input type="checkbox"/> Ineffective/Developing (0, up to but not including 1.7)
School Initiative Score		x .1		
Total Score				

My Signature below does not necessarily indicate that I agree with the content of this evaluation, but that I have received and was given an opportunity to respond to the above evaluation.

Head Coach Signature	Date		
Athletic Director Signature	Date	Principal/Designee Signature	Date

Coach's Name

School

Additional Comments

Coach Comments