

ASSISTANT COACHES OBSERVATION RECORD

**YSLETA INDEPENDENT SCHOOL DISTRICT
ASSISTANT COACH OBSERVATION RECORD**

EMPLOYEE NAME _____ CAMPUS _____

POSITION/SPORT COACHED _____ DATE _____

P=PROFICIENT NI=NEEDS IMPROVEMENT U=UNACCEPTABLE N/A=NOT APPLICABLE

I. PROFESSIONAL AND PERSONAL RELATIONSHIPS

	P	NI	U	N/A
1. Maintains open lines of communication with campus administration both verbally and in writing; regularly updates administration and athletic coordinator regarding athletic issues.				
2. Provides written team rules, as approved by campus athletic coordinator, to squad member, and parents.				
3. Employs fair and consistent behavior management strategies with all student athletes; heeds due process procedures when investigating student/team misconduct.				
4. Dresses appropriately at practices and games as recommended by the Athletic Department and indicated in the Athletic Handbook.				
5. Develops effective public relations with the school, parents, and community.				
6. Supports student/athletic program by participating in sports related school functions and promote all sports in the athletic program and foster school spirit and pride.				
7. Maintains appropriate professional conduct towards players, coaches, officials, and patrons at athletic practices and games.				
8. Works cooperatively with coaches at the elementary, middle school and high school levels to develop a coordinated, comprehensive, and vertically aligned athletic program.				
9. Establishes and maintains and open lines of communication with students and parents.				
10. Works cooperatively with coaching staff, campus administration, and Athletic Department.				

Comments/Commendations _____

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II. COACHING PERFORMANCE

	P	NI	U	N/A
1. Models respect for athletes, coaches, officials, and patrons during all coaching situations and athletic events.				
2. Provides responsible supervision for student athletes.				
3. Demonstrates and implements effective leadership strategies that foster individual and team success.				
4. Designs flexible, well-coordinated and well-organized practice/game schedules that maximize team, staff, and facility resources.				
5. Models the fundamental philosophy, skills, and techniques endorsed by the Ysleta ISD Athletic Department for student/athletes.				
6. Demonstrates respect and good sportsmanship on and off the playing field; establishes expectations for student/athletes and staff to do the same.				
7. Models effective leadership skills that promote positive attitudes and efforts among student/athletes.				
8. Follows required guidelines for addressing student injuries as found in the Athletic Handbook, Board policy, and District procedures.				
9. Places appropriate emphasis on the role of competitive athletics in the total development of student athletes.				
10. Communicates to student/athletes the importance of accepting responsibility for their own decisions and behavior on and off the playing field.				
11. Achieves optimal individual and/or team performance levels that extend beyond season win-loss records.				

Comments/Commendations _____

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III. RELATED COACHING RESPONSIBILITIES

	P	NI	U	N/A
1. Actively participates in campus initiative which addresses academic success.				
2. Ensures all student athletes meet eligibility requirements in accordance with UIL competition guidelines.				
3. Encourages athletes to participate in as many sports as desired.				
4. Supports student/athletes' participation in other school related activities.				
5. Encourages and/or facilitates opportunities for athletes to further develop individual and team skills during pre and post-season periods (high school only).				
6. Demonstrates a willingness to share athletic facilities with other school-related programs.				
7. Attends in-services, athletic department/school meetings and sports clinics necessary for growth of the athletic program and the improvement of coaching performance.				
8. Attends all meetings, practices, and athletic events at designated times.				
9. Follows requirements as described in the Athletic Handbook, Board policy, and District procedures.				
10. Understands and follows rules and regulations set forth by all governing agencies, including but not limited to UIL, TEA, Ysleta ISD Board of Trustees, the District, professional organizations, and campus administration.				
11. Submits required documents as listed in the Athletic Handbook to the campus and Athletic Department in a timely manner.				

Comments/Commendations _____

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RELATED COACHING RESPONSIBILITIES (CONT.)

P NI U N/A

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| 12. Provides a written report to campus administration and the Athletic Department regarding any critical incident as soon as practical as and not later than 24 hours after the incident, unless otherwise required by the school principal or the Athletic Department. | | | | |
| 13. Assumes responsibility for the proper procurement and care of athletic equipment. | | | | |
| 14. Maintains and prepares facilities and equipment for practice and competition in accordance with Athletic Department, Board policy, and District procedures. | | | | |
| 15. Follows district guidelines for the purchase of equipment as specified in Board policy and District procedures. | | | | |
| 16. Follows district guidelines related to student activity accounts as specified Board policy and district procedures. | | | | |
| 17. Maintains expenditures for the assigned sport within the budget in accordance with board policy and district procedure (Head Coaches only). | | | | |

Comments/Commendations _____

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I have read this observation record and I do agree with its content.

I have read this observation record and I do not agree with its content.

Response will follow:

Yes

No

SIGNATURES:

Assistant Coach: _____ Date: _____

Head Coach: _____ Date: _____