

YSLETA INDEPENDENT SCHOOL DISTRICT HEAD COACHES 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 athletic coordinator both verbally and in writing; regularly updates athletic coordinator regarding athletic issues.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Provides written team rules, as approved by campus athletic coordinator, to squad member, and parents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Employs fair and consistent behavior management strategies with all student athletes; heeds due process procedures when investigating student/team misconduct.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Dresses appropriately at practices and games as recommended by the Athletic Department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Develops effective public relations with the school, parents, and community.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Supports student/athletes athletic programs by participating in sports related school functions and promotes all sports in the athletic program and fosters school spirit and pride.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Maintains appropriate professional conduct towards players, coaches, officials, and patrons at athletic practices and games.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Works cooperatively with coaches at the middle school and high school levels to develop a coordinated, comprehensive, and vertically aligned athletic program.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Establishes and maintains open lines of communication with students and parents.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Works cooperatively with coaching staff, campus administration, and Athletic Department.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments/Commendations _____

HEAD COACH OBSERVATION RECORD

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.				
12. Meets or exceeds the Minimum Competition Standards as set forth by the Athletic Office. (first year coaches exempt from standards during their initial coaching year). **Not applicable in 2013-2014				

Comments/Commendations _____

HEAD COACH OBSERVATION RECORD

III. RELATED COACHING RESPONSIBILITIES

	P	NI	U	N/A
1. Actively participates in campus initiatives which address 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 _____

HEAD COACH OBSERVATION RECORD

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, 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 in 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 _____

HEAD COACH OBSERVATION RECORD

IV. SUPERVISION/LEADERSHIP (Head Coach only)

	P	NI	U	N/A
2. Communicates athletic department information and philosophy via monthly and regularly scheduled coaches meetings.				
3. Works collaboratively with campus athletic coordinators to address issues related to the campus athletic program.				
4. Develops a collaborative and vertically aligned program for campuses within their learning community.				
5. Assists in the selection of new coaches for team staff.				
6. Assists in the observation of campus-based coaches.				
7. Assists in the coordination and use of campus athletic facilities.				
8. Monitors and maintains up-to-date records for the assigned athletic programs.				

Comments/Commendations _____

HEAD COACH OBSERVATION RECORD

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:

Head Coach: _____ Date: _____

Campus Athletic Coordinator: _____ Date: _____