

# JJIG - ATHLETIC POLICY EVALUATION OF COACHES

All head coaches shall be evaluated by the Athletic Administrator and/or the Superintendent's designated evaluator. The procedure for evaluation is as follows:

## High School Coaches

### I. Head coaches (Varsity Level):

- I. A pre-season meeting between the Athletic Administrator and/or designated evaluator and the head coach at which time written goals and objectives will be stated, discussed, and acknowledged.
- II. A post-season meeting at which time the Athletic Administrator and/or designated evaluator will give the head coach a written evaluation to be reviewed, discussed and acknowledged.
- III. Evaluations of head coaches shall be performed on an annual basis and shall be completed no later than eight weeks after the end of the season (four weeks in the case of a coach of a spring sport). The Evaluation instrument shall indicate whether the Athletic Administrator and/or designated evaluator will recommend that the Head Coach return for another year.
- IV. Appeal of evaluations shall be, first, to the Principal; second, the Superintendent.
- V. The decision of the Superintendent is final.

### II. Junior Varsity Coaches, First Team Coaches, Assistant Coaches:

- I. The head coach or designated evaluator will evaluate each assistant coach on an annual basis. The head coach will present to the assistant coach a written evaluation to be reviewed and discussed.
- II. The head coach or designated evaluator will submit the assistant coach's evaluation to the Athletic Administrator within four weeks of the close of a season (two weeks in the case of a spring sport).
- III. Appeals of Assistant Coach evaluation shall be to the Athletic Administrator.

### III. Middle School Coaches

- I. The Athletic Liaison will evaluate each coach on an annual basis. The Athletic Liaison will present to the coach a written evaluation to be reviewed and discussed.
- II. The Athletic Liaison will submit the coach's evaluation to the Athletic Administrator within four weeks of the close of a season (two weeks in the case of a spring sport).
- III. Appeal of Middle School Coach evaluation shall be to the Athletic Administrator.

Designated evaluators will be recommended by the appropriate principal and Athletic Administrator to be approved by the Superintendent.

All final evaluation documents will be placed in the personnel file of the coach located at the Central Office.

## Adopted:

- May 14, 2002

## Revised:

- June 10, 2003
- February 13, 2024 - Delete/Rescind Vote Approved

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