

**HILLSBORO R-3 SCHOOL DISTRICT
EVALUATION OF DISTRICT COACH/SPONSOR**

Coach/Sponsor Name: _____

Coach/Sponsor Job Assignment: _____

☐ Head Coach/Sponsor

☐ Assistant Coach/Sponsor

Building: _____

Supervisor: _____

Evaluator: _____ School Year: _____

This is the: ☐ New Hire 30 Day Evaluation Date: _____

☐ New Hire 60 Day Evaluation Date: _____

☐ Initial Evaluation/Goal Setting Meeting Date: _____

☐ Final Yearly Summative Evaluation Date: _____

☐ Formative Evaluation as Necessary Date: _____

Specify reason for formative evaluation as necessary:

Instructions for the Evaluator: A copy of this form must be completed for each evaluative meeting with the coach/sponsor. The initial meeting must be used to establish the coach/sponsor's baseline, and the form completed at the final meeting will be considered the coach/sponsor's summative evaluation and will be used to make employment and compensation decisions. Rate items based on the scale below. Ultimately all coach/sponsors will be expected to be proficient. At the initial meeting, create an coach/sponsor growth plan designed to move the coach/sponsor from emerging or developing to proficient or from proficient to distinguished.

You will work with the coach/sponsor to identify aspects of the coach/sponsor's job that positively impact the education environment. This will vary by job, but all coach/sponsors should be able to identify at least two opportunities to positively impact the education environment.

For example:

A coach could contribute to student learning by encouraging students to be at school on time, well behaved and ready to learn.
A sponsor could contribute to student learning by serving as a role model to the students under their supervision.

Rating Scale

- | | |
|-------------------|--|
| 1 = Emerging | The coach/sponsor is new to the job and has not yet demonstrated proficiency or is a more seasoned coach/sponsor who has not made progress toward improving. |
| 2 = Developing | The coach/sponsor is working to improve. |
| 3 = Proficient | The coach/sponsor meets expected standards |
| 4 = Distinguished | The coach/sponsor meets expectations, models expected behavior, assists others in improving or otherwise performs at an exemplary level. |

General Job Knowledge and Skills-

- 1 ___ 2 ___ 3 ___ 4 ___ Demonstrates an understanding of the sport, including the knowledge, skills, strategies, and attitudes associated with the sport.
- 1 ___ 2 ___ 3 ___ 4 ___ Demonstrates effective problem-solving and decision making skills
- 1 ___ 2 ___ 3 ___ 4 ___ Demonstrates effective organizational skills
- 1 ___ 2 ___ 3 ___ 4 ___ Is aware of and follows all applicable safety rules
- 1 ___ 2 ___ 3 ___ 4 ___ Performs quality work independently without direction or instruction
- 1 ___ 2 ___ 3 ___ 4 ___ Follows the policies, regulations, and procedures of the athletic department, school and district
- _____/24 **Rating Total**

Comments:

Dependability-

- 1 ___ 2 ___ 3 ___ 4 ___ Meets deadlines
- 1 ___ 2 ___ 3 ___ 4 ___ Attends practices and events regularly
- 1 ___ 2 ___ 3 ___ 4 ___ Arrives to practices and events on time - is punctual
- 1 ___ 2 ___ 3 ___ 4 ___ Completes assigned tasks in a timely manner
- 1 ___ 2 ___ 3 ___ 4 ___ Maintains confidentiality of student-athlete and staff information
- _____/20 **Rating Total**

Comments:

Rating Scale

- | | |
|-------------------|--|
| 1 = Emerging | The coach/sponsor is new to the job and has not yet demonstrated proficiency or is a more seasoned coach/sponsor who has not made progress toward improving. |
| 2 = Developing | The coach/sponsor is working to improve. |
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| 4 = Distinguished | The coach/sponsor meets expectations, models expected behavior, assists others in improving or otherwise performs at an exemplary level. |

Student-Athlete Centered-

- 1 ___ 2 ___ 3 ___ 4 ___ Develops and maintains student participation in the program
 1 ___ 2 ___ 3 ___ 4 ___ Manages student behavior in a constructive manner
 1 ___ 2 ___ 3 ___ 4 ___ Evaluates student progress effectively
 1 ___ 2 ___ 3 ___ 4 ___ Provides for individual differences while promoting team development
 1 ___ 2 ___ 3 ___ 4 ___ Demonstrates ability to motivate students
 1 ___ 2 ___ 3 ___ 4 ___ Demonstrates positive interpersonal relationships with students
 1 ___ 2 ___ 3 ___ 4 ___ Promotes academic development of the student athletes

_____/28

Rating Total

Comments:

Initiative/Resourcefulness/Creativity-

- 1 ___ 2 ___ 3 ___ 4 ___ Is a good steward of program and district resources
 1 ___ 2 ___ 3 ___ 4 ___ Accepts and adapts to change
 1 ___ 2 ___ 3 ___ 4 ___ Uses effective techniques and strategies
 1 ___ 2 ___ 3 ___ 4 ___ Demonstrates evidence of effective planning and preparation for instruction of Students

_____/16

Rating Total

Comments:

Rating Scale

- | | |
|-------------------|--|
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| 2 = Developing | The coach/sponsor is working to improve. |
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| 4 = Distinguished | The coach/sponsor meets expectations, models expected behavior, assists others in improving or otherwise performs at an exemplary level. |

Communication/Cooperation-

- 1 ___ 2 ___ 3 ___ 4 ___ Communicates effectively and professionally with supervisor and coworkers
 1 ___ 2 ___ 3 ___ 4 ___ Communicates with students, parents/guardians and patrons in a professional manner
 1 ___ 2 ___ 3 ___ 4 ___ Demonstrates tact and sensitivity toward others in all communications
 1 ___ 2 ___ 3 ___ 4 ___ Offers differing opinions and appropriately handles conflict in a constructive manner
 1 ___ 2 ___ 3 ___ 4 ___ Demonstrates a cooperative attitude
 1 ___ 2 ___ 3 ___ 4 ___ Cooperates in accomplishing school and district goals and objectives
 1 ___ 2 ___ 3 ___ 4 ___ Develops and maintains a good public relations program for the sport
 1 ___ 2 ___ 3 ___ 4 ___ Demonstrates positive interpersonal relationships with educational staff
 1 ___ 2 ___ 3 ___ 4 ___ Demonstrates positive interpersonal relationships with parents and other member of the school community

___/36

Rating Total

Comments:

Head Coach/Sponsor Evaluation

- 1 ___ 2 ___ 3 ___ 4 ___ Provides positive direction for the program
 1 ___ 2 ___ 3 ___ 4 ___ Provides leadership for other staff members in the program
 1 ___ 2 ___ 3 ___ 4 ___ Demonstrates a commitment to professional growth.

___/12

Rating Total

Comments:

Rating Scale

- | | |
|-------------------|--|
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| 2 = Developing | The coach/sponsor is working to improve. |
| 3 = Proficient | The coach/sponsor meets expected standards |
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Impact on the Education Environment-

List the coach/sponsor's opportunities to positively impact the education environment and rate the coach/sponsor's current level of performance (Emerging, Developing, Proficient, Distinguished).

1. _____
2. _____
3. _____

Comments:

Concerns or Comments on Items Not Otherwise Addressed on This Form:

Coach/sponsor Comments:

Sign and date below to indicate that items on this form have been discussed.

Evaluator's Signature

Date

Coach/Sponsor's Signature

Date

Attach the coach/sponsor's growth plan and, for all meetings after the initial meeting, note progress on the growth plan.

Note: The reader is encouraged to review policies and/or procedures for related information in this administrative area.

Implemented: Hillsboro R-III School District, Hillsboro, Missouri