

Managing Your Coaches

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Winning Starts Before the Game Begins...

- o Objectives of this presentation:
 - o Recruiting and retaining a high quality coaching staff
 - o Training coaches to get the best out of students and reduce district liability
 - o Fundraising/Booster clubs
 - o Helping coaches manage parents
 - o Handling misconduct of coaches
 - o Evaluating coaches
 - o Firing Coaches

Start With a Winning Team

- o Small coaching pool.
- o Very difficult to find high quality who have the skills, time and willingness to coach.
- o Preferable to hire teachers
 - o On campus
 - o Know the students
 - o Easy to access

Coaching Classifications

- o Some districts do not allow for the hiring of non-exempt staff members as coaches due to the FLSA requirement for overtime, etc.
 - o Examples: Educational assistants, security personnel, bus drivers
 - o Policy further limits an already small pool of candidates
 - o Changes came about around 2011 due to a number of lawsuits around the nation

Non-Exempt/Classified Employees as Coaches

- o If volunteer work is different than the job they are employed to perform, and there is no requirement that they volunteer and they can stop at any time, their hours as volunteers do not count toward overtime.
- o May be paid a stipend, honorarium or nominal fee (these terms are used interchangeably by the DOL).
- o Under the Nov. 2005 DOL interpretive letter, a fee or stipend is considered “nominal” if it is no more than 20% of the wages the employer would be required to pay for a full time person performing the duties of the volunteer.

Exempt Employees as Coaches

- o Teachers hired as coaches must be hired “At Will”
 - o Terminable at any time
 - o Contract ends when the season ends.
- o Can reach tenure as a teacher – not as a Coach.
- o Their volunteer work does not count toward FLSA overtime.
- o They may be paid a stipend or honorarium.
 - o If work is treated as additional assigned duties, not volunteer work, withholding should be made.

Non-Employees as Coaches

- o Non-employee coaches are “Volunteers”
 - o Volunteers who have no employment relationship may be similarly paid an honorarium, stipend or nominal fee using the criteria described for Classified employees.
 - o Stipend considered reimbursement for expenses related to volunteer work.
 - o Reimbursement to volunteers in excess of \$600? District must issue a 1099-misc form.

Time is Required to Build a solid athletic program

- o One year with a poor coach can take years to recover.
- o Choose wisely or pay dearly.

Training Coaches

- o Coaches may know their sport – they may have no idea how to work with students, parents and other coaches.
- o NMAA offers training for coaches
- o NMAA has a coaches leadership group that meets throughout the state.
- o Like all employees – Coaches need to know your expectations and be evaluated based on those expectations regularly.

District Policy

- o What is district policy related to travel for athletics?
- o What are the procedures and protocols for supervision on the bus to/from games?
- o What is district policy related to team building activities, i.e. camping trips

Fundraising/Booster Clubs

- o What is District policy as related to fundraising?
- o If policies are not clear there can be trouble with regard to the funds raised and their use.
- o Never have one person only in charge of the money policy should include provisions ensure no violation of Title IX

Helping Coaches Manage Parents

- o Everyone - including Board members - wants their students to get lots of play time.
- o When coaches are feeling pressured to win and pressured to play certain students - there is too much pressure.
- o What policy/procedures/protocols are in place to help coaches manage parent demands/requests?

Managing Parents Cont...

- o Do your coaches have written team rules, to which all players and students have agreed, regarding expectations and discipline.
- o Are your coaches consistent in following these rules, even if it might mean forfeiting a game or losing?
- o Are your coaches supported when they follow the agreed upon rules, even when applied against the star athletes?

Investigating Complaints against Coaches

- o Does your district have an internal process for investigating complaints against coaches/employees?
- o Is this process followed?
- o Do you know when to call law enforcement in regards to a complaint against a coach?

Coaches must be Evaluated in order to improve

- o Are your coaches evaluated each season?
 - o If not, it is time to get started.
- o What is the criteria used for evaluation?
- o Are your coaches aware of the criteria that will be used?
- o Who will conduct the evaluation?
 - o The AD?
 - o The Administration?
 - o Both?

- o In evaluating be sure to provide for growth and improvement in the coaching.
- o Make sure it is clear to the coach that the only criteria for success is winning.
- o Ensure that the coaching staff are aware of the District anti-discrimination policies and that they adhere to them among their players and others.

When it is time to part ways...

- o Remember how difficult it was to find your coaches in the first place?
- o A coaches job should end when the season ends.
- o If you want them to return, great.
- o If not, you want to make sure that you have hired them in a manner that ends their contract with the district at the end of their season.

Questions?

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