

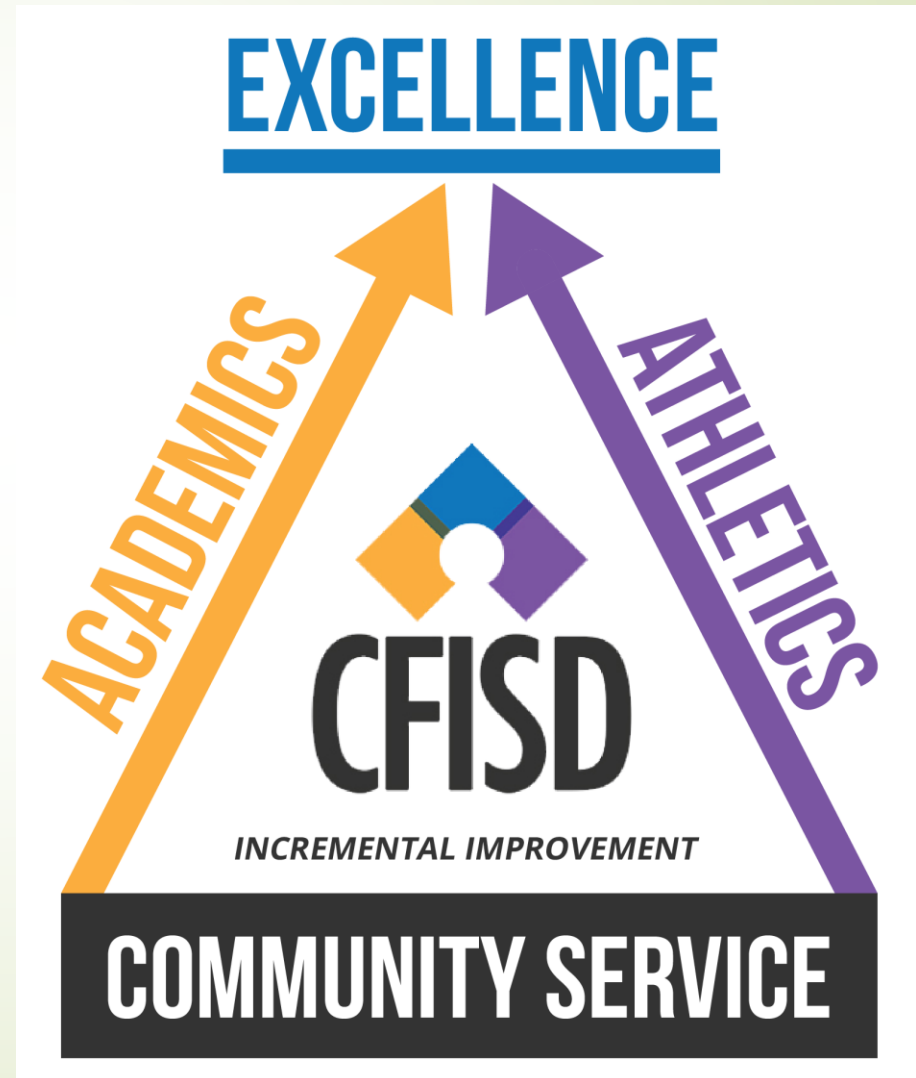
Cypress-Fairbanks ISD Athletic Dept. Annual MS Coordinators' Training



Welcome Back

Where are we now?

- Great Place
Tremendous Progress Being Made
- Quickened Pace
- Need Leadership-Need You
- Development of Clear Vision
 - a. Competitive Excellence
 - b. Academic Excellence
 - c. Community Service
- Coordinator Plays a Key Role in Implementing Department Vision at the Campus and in the community



2019-20 Targets for Growth Specific to Coordinators

- Improve and tighten up eligibility processes.

Close Gaps

- Ensure community service projects executed.
- Closer adherence to district clearance & safety processes
- Measurably improve sportsmanship/game day atmosphere

Game Day the Right Way

- Practice Organization/execution
- Athlete Development Processes
- Closer integration with HS



Game Day the Right Way

- Superintendent and UIL mandate (Mandatory ejection policy for 19-20)
- Treatment of Officials must improve at all levels by ALL participants (players, coaches, parents, spectators)
- Demand positive interactions from your parents. Be proactive in addressing problems. Do not practice selective ignoring.
 - *Start Early address at parent meeting-use common language to reinforce a consistent message-Game Day the Right Way
- Your responsibility to address with your parents at appropriate time if a problem.
- Work with administration to ensure game coverage and to inform them of specific problem areas
- Model appropriate interaction for players/parents/spectators
- Need to drill and practice with your staff and team how to handle in-game altercations on field/court to minimize the possibility of an explosive situation.
- We will not end up in Austin and our situation will improve for the 19-20 school year.

MS Athletics Personnel and Hiring



- Need your help
- Goal-to improve quality of coaching staff. Professional coaches vs sponsors.
- Hoping to impact quality of hiring in the future in the additional football positions and all coaching positions that work with children.
- Want on campus coaches
- Texas Coach Network
- Involvement of HS feeder coordinator
- Want on campus coaches and reduction on dependency of off campus help.
- Update on attempt to address shortfalls in coaching allocations in basketball, volleyball (only 1 out of 20 districts in area with 1 coach per grade level).
- Contact and Conversation if contemplating a move.
- Make sure google doc staffing lists are accurate.
- How do we improve our current staff?
- Who's Next?

Athletic Department Organization

- Goal: to provide the highest level of service and assistance to our schools and coaches in order to benefit the student-athletes that we serve. Personal Service is important to us.
- Athletic Department Organization
- We are here to help and serve you but.....
- Everyone has a role to play!
- Need to take time to proactively solve problems.





UIL Expectations



- Complete adherence to all UIL rules and regulations-No exceptions
- Policy (Copies on G Drive)
- All coaches completely review UIL Junior High Manual and 7th and 8th grade plan
- Completely review the TEA side-by side
- **Eligibility of all of our student-athletes is the primary responsibility of the coordinator, but all responsible. Communication is important.**
- **Issue with any kids not directly enrolled in athletic periods.**
- **What is your process for checking grades, eligibility/regaining eligibility?
Notifying Staff (Rank One Update)**

Positive Coaching

- **No Profanity**, name calling, labeling (Personalizing)
- What happens if this is going on with a staff member?
- Do not escalate situations. (comes from the very top)
- Expectations-set example for staff, students and parents
- **24/7 presence of cameras, social media, etc.**
- Handle disagreements patiently and positively
- Remain professional with parents in face of adversity. Do not be defensive.
- Be friendly to kids without being their friends. We are their coaches and mentors-not their peers.
- **Monitor your coaches and set example.**

"You never know when someone's gonna be dressed in a uniform and sneak a cell phone that you can't see, and record what you say," he said. "I'm kind of an old-school football guy, and I believe in the sanctity of the locker room. You know, if I reported everything in the locker room, half those kids would be in trouble everyday. (Coach Fired For Cursing Out Players in Locker Room)



Evaluation Process for Coaches- By Position

MS Coord-

Complete self evaluation, Principal evaluates in conjunction with Athletic Director/Associate AD

8th Grade Coach

Complete self evaluation, MS Coord evaluates in conjunction with principal or principal's designee & athletic department

7th Grade Coach

Complete self evaluation, MS Coord evaluates in conjunction with head coach & principal or principal's designee & athletic department

- On-going communication is critical w/your staff-Leadership Important. If there is an issue in our area—we would like to know about it.
- Complete Assistant Evaluations Prior to Your Postseason Meeting w/CAC
- No surprises
- Importance of authentic evaluations-1-5 evaluation scale
- Evaluation needs to be a tool for improvement
- Can't improve if don't have honest communication regarding strengths and weaknesses

*Plan for improvement if low in certain areas. Be specific.

Purchasing Process

➤ **Fall Sports (XC, FB, VB)**

- XC-Season Ends Oct. 16-Inventory & Purchase Request Form Updated on Google Doc by Fri., Nov. 15th
- FB & VB-Season Ends week of Nov. 11-Inventory & Purchase Request Form Updated on Google Doc by Wed., Dec. 13

➤ **Winter & Spring Sports (BB & Track)**

- BB-Season Ends week of Feb. 17-Inventory & Purchase Request Form Updated on Google Doc by Fri., March 6th
- Track-Season Ends week of Apr. 20 Inventory & Purchase Request Form Updated on Google Doc by Fri, May 8

Purchasing Process

- ▶ Do need uniform sizes, numbers for any uniform orders.
- ▶ Colors, sizes, print, etc all need to be included on purchase request form (example: Slip Knot-small/large)
- ▶ If utilizing numbers for bags/sweats/clothes-need # run
- ▶ XC-Uniforms divided by male & female. Put all other equipment on one or the other unless have other gender specific items.
- ▶ VB/BB-New Uniforms for 2020-Not as heavy on equipment
- ▶ FB will need to list all helmet sizes needed for 2020 order
- ▶ Jerseys need to be fully accounted for on football order.
- ▶ Look at your 6th graders for general sizing needs.



Purchasing Process cont.

CFISD_Athletics_Purchasing@cfisd.net

MS Coaches' Clothes

- Utilize an approved vendor
- Get a quote for clothes/shoes that you want
- Send quote to Assistant AD that you work with.
- Athletic office will process your purchase order and send you and the vendor a copy.
- \$100 per coach limit-Must utilize school colors
- No shopping or taking of clothes/shoes without a purchase order.
- Deadline end of September at latest.

Academic Success Initiative

- Academic Performance Tracking System
 - a. Failure Rate
(expectation: Less than **3% (18-19 4%)** per campus, per sport)
 - b. A/B Honor Roll Rate by sport or grade **55%+ (18-19 54%)**
 - c. Need to have a on-going plan for improvement-Involve staff
 - d. Want to publicize our success stories

Transporting of kids

- Responsible for all kids
- All kids are expected to ride to game site as a team on the school bus. Exceptions can be granted in **EMERGENCY SITUATIONS**.
- **Post Contest Procedures-**
 - a. Count students on way to contest-write # down
 - b. Have procedure in place for parents to sign out THEIR student in **writing**. No student should ride with someone other than their parent.
 - c. Count # of students on bus + signed out and verify that number is equivalent to number on trip to site.
 - d. No kids left at site. (I am not kidding)

Really need to improve post game processes.

Maintenance, Work Orders, Facilities

- Check your athletic facilities with your coaching staff. (fields, practice fields, gyms, locker rooms, lights and scoreboards.
- Track upkeep/walkthrough
- Submit all work orders in system first. Contact us by e-mail after work order is submitted.
- Coaches' Offices and locker rooms (Neat, clean, organized)

Building From the Ground Up MS-HS Expectations & Processes

- What we need you to do?
 - 2 way process-higher expectations for both groups

Get involved with your feeders

How?

1. Have a specific plan for how to improve your feeder and the relationship with your feeder campuses.
2. Show interest, be visible, get out to their games.
3. Proactively seek direction and resources (clinics, e-mail, provide materials, guidance regarding scheme and practice organization/drills)
3. Follow through-Again and again



Odds & Ends

- Importance of checking schedules in Rank One
- Targets for improvement-Need your leadership
- How will your programs and staff improve? What is the plan? Cannot be the same experience year after year.
- Be careful with social media-who controls program account? (No parents)
- Flood community with positives on social media (Tell our story). Reinforce our message-Competitive Excellence, Academic Excellence, Community Service
- Community Service Expected by all-Investment in our community. Reinforces district culture.
- Leadership needed in regards to relationships with students. Provide guidance and feedback. Investigate Early. Be direct. Do not shrink back from leadership role and responsibility.
- Athletic Period Enrollment Expectations-Work with your administration to get on same page.
- Be mindful of coaches' offices, storage areas and athletic facilities. Keep organized, neat and clean. **Need to do better job of keeping our areas neat and organized.**



Thank You

Have a Great Year!

We appreciate your
leadership!

