

**Evaluation, Termination and Non-Renewal of Athletic Coaches**  
**(formerly Athletic Coaches)**

It is the policy of the Madison Board of Education (the “Board”) that an athletic coach employed by the Board shall:

- 1) adhere to all Board policies, rules and regulations;
- 2) conduct himself or herself in a professional manner;
- 3) serve as a role model for students; and
- 4) demonstrate competence and proficiency in his or her role as an athletic coach of a particular sport.

For purposes of this policy, the term “**athletic coach**” means any person holding (and required to hold) a coaching permit issued by the Connecticut State Board of Education who is hired by the Madison Board of Education to act as a coach for a sport season.

This term “athletic coach” under this policy shall include only coaches who have direct responsibility for one or more teams (including assistant coaches who serve as coach to a team (*e.g.*, JV)), and the term shall not include other assistant coaches and volunteer coaches.

For purposes of this policy, the term “**athletic director**” means an individual responsible for administering the athletic program of a school or school district under the jurisdiction of the Board, and who is responsible for the supervision of athletic coaches.

**I. Evaluations**

Pursuant to state law, the Board requires that an athletic coach employed by the Board be evaluated on an annual basis by the athletic director or the coach’s immediate supervisor. An athletic coach shall be provided with a copy of any such evaluation. Other assistant and volunteer coaches may be evaluated as directed by the Superintendent of Schools or his/her designee.

35 **II. Employment of an Athletic Coach**

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37 A. Athletic coaches serve at the discretion of the Superintendent, and their  
38 employment in their specific coaching positions (e.g., basketball, golf) may be  
39 non-renewed or terminated at any time, subject to the provisions set forth below  
40 which apply to athletic coaches who have served in the same coaching position  
41 for three or more consecutive school years; except as follows.

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43 B. If the Superintendent ~~terminates or non-renews~~ or terminates the coaching  
44 contract of an athletic coach who has served in the same coaching position for  
45 three or more consecutive school years, the Superintendent shall inform such  
46 coach of the decision within ninety (90) calendar days of the end of the athletic  
47 season covered by the contract. In such cases, the athletic coach will have an  
48 opportunity to appeal the decision of the Superintendent in accordance with the  
49 procedures set forth below in Section III.

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51 C. Notwithstanding any rights an athletic coach may have to a hearing, nothing  
52 prohibits a Superintendent from terminating the employment contract of any  
53 athletic coach at any time, including an athletic coach who has served in the same  
54 coaching position for three or more consecutive school years:

- 55  
56 1) for reasons of moral misconduct, insubordination, failure to  
57 comply with the Board’s policies, rules and regulations; or  
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59 2) because the sport has been canceled by the Board.

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61 D. If a decision to terminate a coach’s employment is made during the athletic  
62 season, the Superintendent shall remove the coach from duty during the pendency  
63 of any hearing conducted pursuant to this policy.

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65 ~~If the athletic coach has served in the same coaching position for three or more~~  
66 ~~consecutive school years, the following procedures shall apply. The Superintendent may~~  
67 ~~non-renew the employment of any such athletic coach by providing written notification~~

~~of that action within ninety (90) calendar days of the end of the season. The Superintendent may terminate the employment of any such athletic coach at any time for 1) for reasons of moral misconduct, insubordination, failure to comply with the Board's policies, rules and regulations; or 2) because the sport has been canceled. If a decision to terminate a coach's employment is made during the athletic season, the Superintendent shall remove the coach from duty during the pendency of any hearing conducted pursuant to this policy.~~

**III. Hearing Procedures:**

An athletic coach who has served in the same coaching position for three or more consecutive school years may appeal any such non-renewal or termination decision (except if such decision was due to cancellation of the sport) to the Board of ~~Education~~ in accordance with the following procedures:

- A. The athletic coach must file a written appeal with the Board within ten (10) calendar days of the Superintendent's written notification of non-renewal or termination. Such appeal shall set forth the basis on which the athletic coach seeks review of that decision, and a copy of said appeal shall be sent to the Superintendent. Failure to submit a timely written appeal shall constitute a waiver of said appeal opportunity.
- B. Within a reasonable period of time of its receipt of a written appeal of the Superintendent's decision, the Board or a panel of the Board as designated by the Chairperson shall conduct a hearing to consider such appeal. Reasonable notice of the time and place for such hearing shall be issued to the athletic coach prior to the commencement of the hearing.
- C. At the hearing, the athletic coach shall have an opportunity to present facts and evidence in support of renewal and/or reinstatement, and the Superintendent shall have the opportunity (but shall not be obligated) to present facts and evidence in support of the decision of non-renewal and/or termination. For good cause shown, the athletic coach may call a limited number of witnesses to testify if there

101 is a clear need for witnesses to present factual information (rather than simply  
102 expressing an opinion on the skill or competence of the athletic coach). In any  
103 event, cumulative or redundant testimony shall not be allowed.

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105 D. The decision of non-renewal or termination shall be affirmed unless the Board  
106 determines that the decision is arbitrary and capricious. The coach shall bear the  
107 burden of proof on this point.

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109 E. Within a reasonable period of time following the hearing, the Board or designated  
110 panel thereof shall determine whether the Superintendent acted in an arbitrary and  
111 capricious manner in making his/her decision not to renew and/or to terminate,  
112 and shall provide a written decision to the coach. The decision of the Board ~~or~~  
113 ~~designated panel thereof~~ shall be final.

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115 Legal References:

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117 Conn. Gen. Stat. § 10-222e Policy on evaluation and termination of athletic  
118 coaches.  
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120 Conn. Gen. Stat. § 10-149d Athletic directors. Definitions, Qualifications and  
121 hiring. Duties.  
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