

## Elevating Coaching Standards Through Compliance-Driven Evaluations

**Dr. Kechia Seabrooks Rowles, CMAA**

Director of Athletics

Rockdale County Public Schools, GA

**Rendell Jackson, Ed. S, CMAA**

Program Director of Athletics

Atlanta Public Schools

Requirements

# COMPLIANCE



Law



Audit

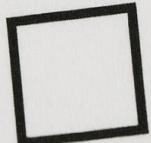
Regulations





# Purpose and Overview

**Compliance  
is more than  
a checkbox**



## **Importance of Compliance**

Compliance ensures program integrity, student safety, and accountability in coaching evaluations.

## **Key Areas to Monitor**

Monitoring critical areas helps maintain standards and protects all stakeholders involved in athletic programs.

## **Strategies for Integration**

Effective strategies integrate compliance seamlessly into coaching evaluations to boost program credibility.

## **Support Tools**

Various tools support compliance efforts, making evaluations thorough and efficient.

*If you think  
compliance is  
expensive, try  
non-compliance.*

**Paul McNulty**  
Former US Deputy  
Attorney General



# Price of Non-Compliance in Georgia

VIOLATION	RANGE OF FINES
Allowing a player to participate in a game without having an eligibility form filed with the GHSA [By-law 2.32]	\$50.00 - \$500.00
Allowing a player to try-out, practice, or compete without having a standardized physical examination form on file at the school. [By-laws 1.41 and 2.21]	\$250.00 - \$1,000.00
Allow an unauthorized person to coach [By-laws 2.51 and 2.52]	\$250.00 - \$1,000.00
Failure to follow GHSA procedures and deadlines [By-laws 2.27, 2.31 and 2.53]	\$50.00 - \$250.00
Failure of coaches to attend GHSA sport rules clinics and for missing deadlines for the rule's clinic. Will also revoke the coach's GHSA pass deadline. (Fall deadline August 15th, Winter deadline November 10th, Spring deadline February 9th) When a coach misses a deadline, they have until midnight on the 10th day following the rules clinic to complete the clinic. If the rules clinic is not completed by the deadline, the coach cannot coach that sport and their GHSA pass will remain revoked for the duration of the time until the clinic is completed. If any school is found to be allowing a coach to coach without completing the clinic after the deadline, the school will be issued a lack of institutional control fine per case[By-law 2.54]	\$200.00

# Why Compliance Matters?

## Adherence to Policies

Ensures coaches comply with school, district, and state policies to maintain program integrity.

## Athlete Safety Protection

Protects student-athletes by enforcing safety protocols and eligibility standards consistently.

## Professionalism and Credibility

Reinforces athletic program professionalism, demonstrating commitment to high standards.

## Proactive Issue Identification

Helps administrators identify and address issues early, promoting a safer sports environment.



# Duty: Selecting and Training Coaches



## **1. Legal Liability Protection**

Athletic directors are responsible for ensuring that coaches are qualified, certified, and trained to safely instruct and supervise student-athletes. Failure to do so can result in negligence claims if an injury occurs due to improper coaching or lack of supervision.

## **2. Ensuring Athlete Safety**

Properly trained coaches are more likely to follow safety protocols, recognize signs of injury (like concussions), and implement appropriate emergency responses. This directly impacts the health and well-being of student-athletes.

## **3. Compliance with State and District Policies**

Many states require coaches to have certifications in CPR, First Aid, concussion protocols, and other safety measures. Athletic directors must ensure these requirements are met and documented.

## **4. Maintaining Program Integrity**

Coaches are often the face of the athletic program. Selecting individuals who uphold ethical standards, communicate effectively, and follow district policies helps maintain trust and credibility within the school and community.

## **5. Preventing Litigation**

Lawsuits often arise from poor hiring practices or lack of training. By documenting the selection process and providing ongoing training, athletic directors can demonstrate due diligence and reduce legal exposure.

# Key Compliance Areas

## **Certification and Training**

Monitoring CPR, NFHS, and sport-specific certifications ensures qualified coaching staff.

## **Academic and Attendance Verification**

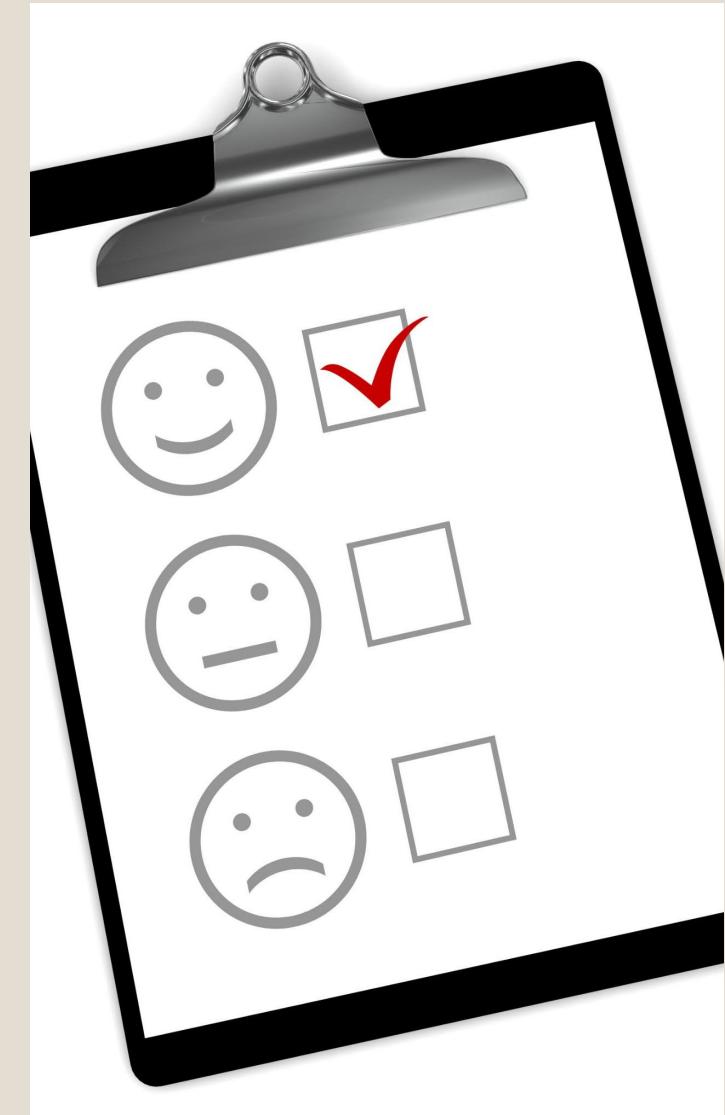
Verifying academics and attendance confirms athlete eligibility and commitment.

## **Health Documentation Tracking**

Tracking physical exams and consent forms ensures athlete health and safety compliance.

## **Legal and Safety Protocols**

Verifying Title IX compliance and concussion training maintains legal and ethical standards.



# Rubric-Based Evaluations and Digital Tracking

Name	School	Sports	Compliant	SRCC	HYSC	SCA	CPR	COMPL	HNDBK	BSTR	SEAP	DEAP	EAP
Head Coach - Esports (C)			YES	Y	Y	Y	Y	Y	Y	Y	-	-	-
Head Coach - Cross Country (C)			YES	Y	Y	Y	Y	Y	Y	-	-	-	-
Head Coach - Marching Band (C)			YES	E	Y	Y	Y	Y	Y	-	-	-	-
Head Coach - Tennis (F), Head Coach - Tennis (M)			NO	-	-	Y	Y	Y	-	-	-	-	-
Head Coach - Rifle (C)			YES	Y	Y	Y	Y	Y	Y	-	-	-	-
Head Coach - Marching Band (C)			YES	E	Y	Y	Y	Y	Y	-	-	-	-
Head Coach - Volleyball (F)			NO	Y	Y	Y	Y	Y	Y	-	-	-	-
Head Coach - Literary (C)			NO	-	Y	Y	Y	Y	Y	-	-	-	-

## Rubric-Based Compliance Assessments

Rubrics include checkpoints for certifications, training, and documentation to assess adherence to standards.

## Digital Compliance Tracking

Platforms automate alerts for renewals and missing compliance items, reducing administrative workload.

## Enhanced Accountability

Combining rubrics and digital tools ensures accurate records and improves accountability in schools.

# Creating a Compliance Calendar: Checkpoints

## Compliance Is an Ongoing Practice

Providing compliance checklists not only provides opportunity for inspection but also prevents last minute scrambles for coaches.

## Identifying Areas of Concern

Checklists set the tone for expectations and act as a road map for ensuring compliance.

## Linking Policies to dates and Standards

Evaluation policies and dates set standards and expectations for both coaches and parents. It is also a great tool for new staff members.

## Recognition and Improvement

Compliance checklists gives hard data for acknowledging the work of those adhering to policies and ensuring program success.

AD Beginning Season Checklist	Due Dates
The welcome email checklist	First Day of School
Athletic Director Meets with Principal to Discuss Athletic Programming (Vision, Facilities, etc)	8/1/2024
Administrator Coverage for Games	8/9/2024
Set Goals for the year	8/9/2024
Coaches Hire & Meeting & Eligibility Review	8/9/2024
Coaches Agreement Forms in Google Drive	Prior to First Practice
Coaches Facility Tour, Assessment, and Access	8/1/2024
Coaches Dragonfly Training ( <a href="https://intercom.help/dragonfly-athletics/en/">https://intercom.help/dragonfly-athletics/en/</a> )	8/9/2024
1 Ensure Google Drive Folder Access for Self and Staff where needed	8/9/2024
1 Stipend Sheet submitted to Ms. Womble	8/16/2024
2 Student School level Dragonfly Reference Sheet created	8/5/2024
3 Transportation entered (Minimum 20 Days Prior to first games of season)	On-going
4 Inventory previous year equipment	8/30/2024
5 Pick up Equipment from Lakewood	8/9/2024
6 GADA/NIAAA Membership Registration	9/1/2024
7 Emergency Plan or Template	8/9/2024
8 Practice Plan Template Provided to Coaches	8/9/2024
9 Scoresheet Review	8/16/2024
10 Brief overview of Parent/Coaches meeting agenda	8/9/2024
11 First-Aid & CPR Tracking	On-going

# Case Study: Compliance Failures & Their Consequences



## **1. Scenario #1**

Steve is a senior trying out for the Varsity Basketball team. He has made the team every season thus far and played a great deal since his freshman year. However, while Steve has been an intricate part of the team, his actions off the court are less than stellar. Accusations of bullying, antisemitic speech, and immoral accusations against the coach. The coach has stated on multiple occasions that he does not want the athlete on the team. Following try-outs, Steve does not make the team. The parent was aware of the coach's statements, and requests to see practice scores, and or film. What should be in place to protect the coach and school from legal actions?

## **2. Ensuring Athlete Safety**

Andrew is 25 yards shy of his fourth 1,000 yd season in as many years. Following a tough collision Andrew was slow to get up. The trainer suggest having him sit out the rest of the game, but with 2-minutes left the coach puts him back in against the trainer's wishes. It is later discovered the coach did not complete the mandated state concussion course. What practices or tools would you put in place to ensure the safety of players moving forward?

# Preseason Compliance Training



## Setting Clear Expectations

Preseason training defines compliance expectations to ensure coaches understand their responsibilities from the start.

## Policy and Documentation Review

Sessions review important policies and documentation requirements to prepare coaches for season compliance.

## Safety Protocols Emphasis

Training covers safety protocols, promoting a safe environment and reducing risks during the season.

## Fostering Accountability Culture

Early training reinforces adherence importance, building a culture of accountability among coaching staff.



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**"All of these compliance rules and regulations are such a bother. I never thought we actually had to read our policies and procedures."**

# Post-Season Compliance Reviews

## **Comprehensive Season Assessment**

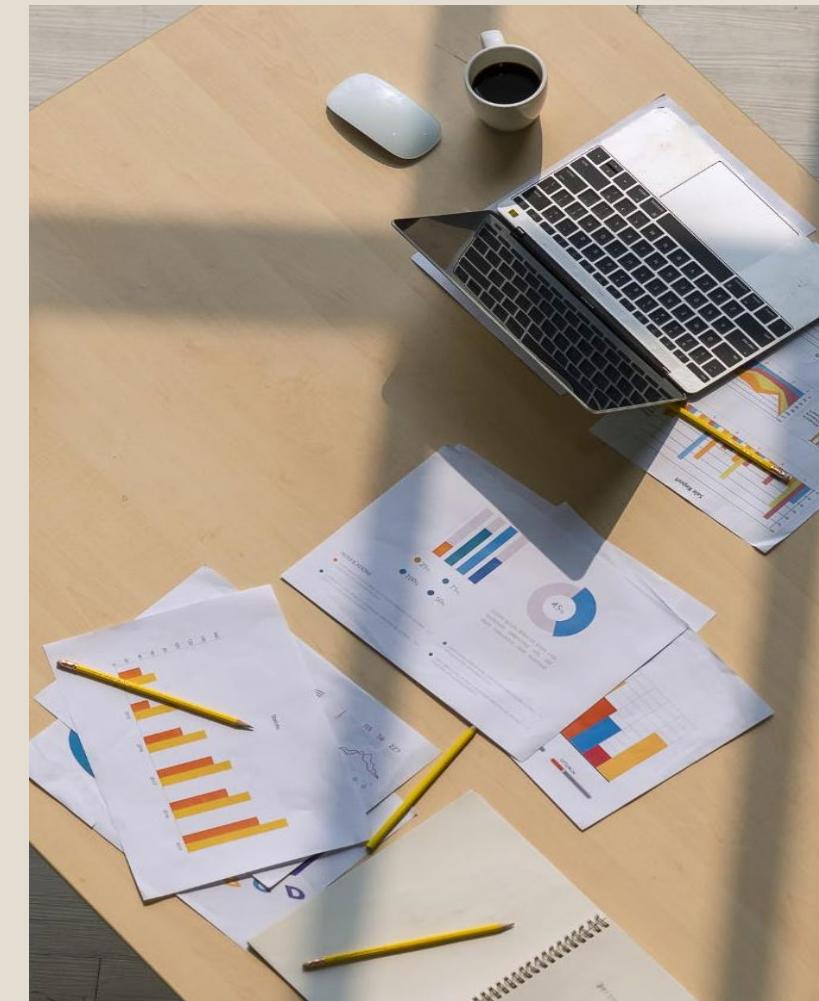
Post-season reviews evaluate adherence by examining documentation, training completion, and meeting attendance.

## **Identifying Improvement Areas**

These reviews help spot trends and gaps to refine future training and evaluation strategies.

## **Ensuring Accountability and Closure**

Post-season assessments promote accountability and ensure compliance gaps are addressed before next season.



# Survey Inclusion and Linking Outcomes

## Compliance in Surveys

Including compliance questions in student and parent surveys reveals coaching effectiveness and policy adherence.

## Identifying Areas of Concern

Survey results highlight issues and validate ongoing compliance efforts in coaching practices.

## Linking Outcomes to Decisions

Evaluation outcomes influence renewal and professional development decisions emphasizing compliance importance.

## Recognition and Improvement

Coaches meeting compliance standards receive renewals and targeted development, fostering continuous improvement.

## COACH EVALUATION FORM

Coach: \_\_\_\_\_

### RECOMMENDATION:

- Continue employment
- Continue employment with Professional Development Plan
- Terminate employment

# Compliance Based Evaluations

1	Category	Evaluation Question	Rating (1-5)	Comments
2	Leadership	Demonstrates strong leadership and sets a positive example for athletes.		
3	Leadership	Effectively manages team dynamics and resolves conflicts.		
4	Leadership	Encourages accountability and responsibility among players.		
5	Communication	Communicates clearly and effectively with athletes and staff.		
6	Communication	Provides constructive feedback to improve athlete performance.		
7	Communication	Maintains open and respectful communication with parents and stakeholders.		
8	Player Development	Develops athletes' skills and fosters continuous improvement.		
9	Player Development	Promotes academic success alongside athletic performance.		
10	Player Development	Supports athletes' personal growth and well-being.		
11	Safety & Compliance	Ensures adherence to safety protocols and emergency procedures.		
12	Safety & Compliance	Maintains compliance with district, state, and GHSA regulations.		
13	Safety & Compliance	Monitors athlete health and enforces return-to-play guidelines.		
14	Sportsmanship	Promotes respect, fairness, and integrity in all interactions.		
15	Sportsmanship	Models appropriate behavior during practices and competitions.		
16	Sportsmanship	Addresses unsportsmanlike conduct promptly and effectively.		
17	Administrative Duties	Completes required reports and documentation accurately and on time.		
18	Administrative Duties	Manages equipment and resources responsibly.		
19	Administrative Duties	Collaborates with school administration to support program goals.		



1	Compliance Question	Date of Completion
2	Do you hold current CPR/AED and First Aid certifications as required by GHSA?	
3	Have you completed the GHSA Rules Clinic for your sport by the deadline?	
4	Have you successfully completed concussion protocol training and other mandated safety courses?	
5	If you are a community coach, have you completed PREPARE/First Aid and Principles for Coaching courses and passed GHSA exams?	
6	Does your team have a written Emergency Action Plan for practices and games, including heat, lightning, and severe weather procedures?	
7	Are you familiar with and enforcing GHSA Heat Policy and lightning guidelines during practices?	
8	Have you verified that all athletes have GHSA eligibility forms filed before participation?	
9	Are physical examination forms and parental consent forms on file for every athlete?	
10	Do you maintain accurate academic and attendance records for eligibility checks?	
11	Are you adhering to GHSA practice limits and dead week rules?	
12	Do you enforce sportsmanship standards and report violations promptly?	
13	Are you aware of Title IX compliance requirements and applying them in team management?	
14	Do you maintain documentation of all certifications and training for audit purposes?	
15	Have you avoided unauthorized coaching activities (e.g., out-of-season practices with GHSA athletes)?	
16	Are you actively communicating compliance expectations to assistant coaches and volunteers?	
17	Did you submit all required season-end compliance reports to the athletic director?	
18	Have you identified areas for improvement in compliance for next season?	

# Coaching Requirements By State

Required Trainings																	
State	Est./Gov.	FoC	SR	SK	FA/CPR	C	SCA	HIA	MH	Method	Asst. Coach	Vol. Coach	MS	Comp.	Recert.	Incent.	
AL	SAA	✓	✓		✓	✓	✓	✓	✓	Both	Same	Same	Yes	Prior	2 yr	Yes	
AK	SAA	✓	✓		✓	✓	✓			Online	Same		Yes	Prior	3 yr		
AZ	DoE/SAA	✓		✓	✓	✓				Online	Same	Same		2 mo	DNS		
AR	DoE/SAA	✓	✓	✓	✓	✓	✓	✓		Online	Same	Same	Yes	Prior	3 yr		
CA	DoE/SAA				✓	✓	✓	✓		Both	Same	Same		Prior	2 yr		
CO	SAA	✓	✓		✓	✓	✓	✓	✓	Online	Same	Same		Prior	1 yr	Yes	
CT	DoE	✓			✓	✓				Both	Same	Same	Yes	Prior	1-2 yr	Yes	
DE	DoE	✓			✓	✓				Online	Same	Same	Yes	Prior	2 yr		
DC	DoE/SAA	✓			✓	✓	✓	✓	✓	Online	Same	Same		Prior	2 yr		
FL	DoE/SD				✓	✓	✓	✓	✓	Both	SD	SD	SD	SD	5 yr		
GA	SAA	✓			✓	✓				Both	DNS	DNS		2 mo			
HI	SAA	✓				✓	✓	✓		Online	Same	Same		Prior	1 yr		
ID	SAA	✓				✓	✓	✓		Online	Same	Same		Prior	2 yr		
IL	SAA	✓			✓	✓				Both	Same	Same			1 yr		
IN	SAA	✓	✓	✓	✓	✓	✓	✓		Online	Same	Same		Prior	2 yr		
IA	Other	✓			✓	✓				Both	Same	Same	Yes	Prior	5 yr		
KS	SAA	✓			✓	✓	✓	✓	✓	Both	Same		Yes	Prior	1-2 yr		
KY	DoE/SAA	✓	✓		✓	✓	✓	✓		Online	Same	Same		Prior	2 yr	Yes	
LA	SAA	✓	✓		✓	✓	✓	✓	✓	Online	Same			Prior	3 yr		
ME	Other	✓			✓	✓	✓	✓	✓	Online	Same	Same		1 yr	1-2 yr		
MD	DoE/SD	✓	✓	✓	✓	✓	✓	✓		Online	SD	SD	SD	2 yr	Yes		
MA	SAA	✓	✓		✓	✓	✓	✓		Both	Same	Same	Yes	2 yr	1 yr		
MI	SAA	✓	✓		✓	✓	✓	✓			In-Person	DNS	DNS		Prior	DNS	Yes
MN	DoE			✓		✓	✓	✓	✓	Both				Prior	3 yr		
MS	SAA	✓	✓		✓	✓				Online	Same	Same	Yes	Prior	2 yr	Yes	
MO	SAA	✓	✓		✓	✓				Online	Same	Same		Prior	2 yr		
MT	SAA	✓	✓							Online	Same	Same		Prior	1 yr		
NE	DoE/SAA	✓			✓	✓	✓	✓	✓	Online	Same			3 yr	DNS		
NV	SAA	✓			✓	✓				Online	Same	Same		Prior	3 yr		
NH	SAA	✓	✓		✓	✓	✓	✓	✓		In-Person	Same			1 yr	3 yr	
NJ	DoE	✓			✓	✓			✓	Online	Same	Same		Prior	2 yr		
NM	DoE/SAA	✓			✓	✓				Online	DNS	DNS	Yes	DNS	DNS		
NY	DoE	✓	✓		✓	✓				Both	Same	Same	Yes	Prior	2 yr	Yes	
NC	DoE/SD	✓		✓	✓	✓	✓			Online	Same	Same		Prior	2 yr		
ND	SAA	✓			✓	✓				Online	Same	Same		Prior	2 yr		
OH	DoE	✓	✓		✓	✓	✓	✓	✓	Online	Same	Same	Yes	Prior	2 yr		
OK	DoE/SAA	✓		✓	✓	✓	✓	✓	✓	Online	Same	Same	Yes	Prior	2 yr		

Required Trainings																	
State	Est./Gov.	FoC	SR	SK	FA/CPR	C	SCA	HIA	MH	Method	Asst. Coach	Vol. Coach	MS	Comp.	Recert.	Incent.	
OR	SAA	✓	✓		✓	✓	✓	✓			Online	Same	Same		Prior	2 yr	
PA	SD										Both	Same	Same	Yes	2 yr	1 yr	
RI	DoE/SAA	✓	✓		✓	✓	✓	✓	✓	Online	Same	Same	Yes	Prior	1 yr	Yes	
SC	SAA	✓			✓	✓	✓	✓	✓	Online	Same	Same	Yes	Prior	1 yr	Yes	
SD	SAA	✓	✓		✓	✓	✓	✓		Online	Same	Same	Yes	Prior	2 yr	Yes	
TN	SAA	✓	✓		✓	✓	✓	✓		Online	Same	Same	Yes	Prior	3 yr		
TX	DoE/SAA	✓	✓	✓	✓	✓	✓	✓	✓	Online	Same	Same	Yes	1 mo	1 yr		
UT	DoE	✓	✓	✓	✓	✓	✓	✓	✓	Both	Same	Same		Prior	1 yr		
VT	Other	✓								Online	Same	Same	Yes		1 yr		
VA	DoE/SAA	✓			✓	✓	✓	✓	✓	Online	Same	Same		2 yr	2 yr		
WA	DoE/SAA	✓			✓	✓	✓	✓	✓	Online	Same	Same	Yes	3 yr	1 yr		
WV	SAA	✓			✓	✓	✓	✓	✓		In-Person	Same	Same	Yes	Prior	1 yr	
WI	SAA	✓	✓		✓	✓	✓	✓	✓	Online	Same		Yes	1 yr	2 yr		
WY	Other				✓	✓	✓	✓			Both	Same	Same		Prior	2 yr	

Est./Gov. = Establishment/Governance of requirements;

SAA = State Activities Association;

DoE = State Department of Education;

SD = School District;

FoC = NFHS Fundamentals of Coaching;

SR = Sport Rules;

SK = Sport-Specific Knowledge;

FA/CPR = First Aid Training/Cardiopulmonary Resuscitation;

C = Concussion;

SCA = Sudden Cardiac Arrest;

HIA = Heat Illness/Acclimatation;

Asst. Coach = Assistant coach requirements;

Vol. Coach = Volunteer coach requirements;

MS = Requirements for Middle School coaches;

Comp. = Time allowed to complete training requirements;

Recert. = Duration to recertify requirements;

Incent. = Incentives for completion of coach licensure;

DNS = Does not specify information.

# Digital Tools for Compliance Tracking

## Automated Alerts

Platforms send automated alerts to notify users of expiring certifications, ensuring timely renewals.

## Centralized Dashboards

Centralized dashboards provide real-time status updates for efficient compliance tracking and management.

## Streamlined Documentation

These tools offer streamlined management of documentation to reduce administrative workload and improve accuracy.

## Enhanced Communication

Platforms facilitate communication between coaches and administrators, improving transparency and collaboration.

## MONITORING



Automated compliance monitoring for instant notifications of noncompliance

## ACTIVITIES



Create, assign, and track compliance activities



## DOCUMENTS

Verification of completed tasks and upload policies and procedure for constant access



## COMMUNICATION

Ensure transparency, and facilitate communication between coaches and administration

# Coach Compliance Best Practices



## Certification Management

Maintain updated records of essential certifications like CPR and sport-specific credentials for coaches.

## Training Verification

Regularly verify completion of mandatory training programs including concussion protocols and Title IX.

## Audit and Accountability

Conduct periodic audits of coaching files to identify gaps and reinforce accountability.

## Supporting Safety and Development

Structured compliance systems support coach development and ensure student safety.

# Summary and Call to Action



**COMPLIANCE  
IS A TEAM SPORT**

## **Importance of Compliance**

Compliance is essential for the credibility and success of athletic programs and protects student-athletes.

## **Integrating Compliance in Evaluations**

Incorporating compliance checkpoints into coaching evaluations ensures policy adherence and professional standards.

## **Next Steps for Improvement**

Review evaluation tools, schedule preseason training, and conduct postseason reviews to promote continuous improvement.

## **Building Accountability Culture**

Establishing a culture of accountability elevates coaching standards and enhances program integrity.



[krowles@rockdale.k12.ga.us](mailto:krowles@rockdale.k12.ga.us)  
@RCPS\_AD  
770-918-6184



[Renjackson@apsk12.org](mailto:Renjackson@apsk12.org)  
@APSAthleticsnow  
470-658-3210