

**SUBJECT: SELECTION OF ATHLETIC COACHES**

In accordance with Commissioner's Regulations, the appointment of coaches for interscholastic athletic teams must meet certain criteria.

Specifically, certified physical education teachers may coach any sport and teachers certified in other areas with coaching qualifications and experience may coach provided they complete certain first aid and course requirements as enumerated in Commissioner's Regulations.

**Professional Coaching Certificate**

Also, non-teacher coaches may be issued a professional coaching certificate once they have met the following requirements:

- a) Completed the first aid and CPR requirements set forth in Commissioner's Regulations Section 135.4;
- b) Completed the three course requirements established for coaching by the State Education Department (Philosophy, Principals, and Organization of Athletics in Education; Health Sciences Applied to Coaching; and The Theory and Techniques of Coaching); and
- c) A minimum of three years coaching experience in a specific sport in a New York State interschool athletic program.

A professional coaching certificate will be valid for a three-year period, and may be renewed for an additional three-year period upon the submission of a renewal application in a form prescribed by the Commissioner.

If the District employs an individual as a coach pursuant to a professional coaching certificate, the District must ensure that the Principal or Athletic Director responsible for supervision of that individual conducts an evaluation during each year in which the non-teacher coach is employed. This evaluation should occur at the end of the season for the specific sport.

The professional coaching certificate review and approval process will be conducted by each Board of Cooperative Educational Services (BOCES) Teacher Certification Unit. The review and approval process related to non-teacher temporary coaching licenses remains the same. Any non-teacher coach who has not fulfilled the three State Education Department coaching courses and does not have three years coaching experience in a specific sport must continue to apply for a temporary coaching license at the BOCES through established procedures.

(Continued)

**SUBJECT: SELECTION OF ATHLETIC COACHES (Cont'd.)****Fingerprinting Requirement**

Lastly, the legislation on Project SAVE (Safe Schools Against Violence in Education Act) requires new School District employees (both certified and non-certified) as of July 1, 2001 to undergo fingerprinting and clearance for employment.

**Renewal Process**

A non-teacher coach may renew a professional coaching certificate at the conclusion of the three year period, if he/she does the following:

- a) Submits a professional coaching certificate renewal application and pays the \$50 fee for each specific sport. A money order should be made payable to the New York State Education Department;
- b) Completes first aid and CPR requirements set forth in Commissioner's Regulations Section 135.4; and
- c) Submits an evaluation prepared by either the Principal or Athletic Director to be reviewed by the BOCES for each year coached in a specific sport.

8 NYCRR Section 135.4 (c)(7)(I)(c)

Adopted: 8/27/01