



General Information for Coaches

2019–2020

Following is general information for MCPS coaches regarding the 2019–2020 school year.

1. Resources for Coaches – coaches shall be familiar with contents in the following resources:
 - *MCPS High School Athletics Handbook* (first 52 pages and applicable sport standards section)
 - *MPSSAA Handbook*
 - Applicable MPSSAA tournament bulletin (fall, winter, spring)
 - Applicable rules book
 - MCPS Athletics web page (General Coach Information; General Parent Information; Health & Safety)
2. MCPS Athletics Changes and Initiatives for 2019–2020:

Changes for MCPS Athletics:

- A PowerPoint presentation has been developed for athletic directors to use when conducting preseason coaches' meetings, to promote consistency across the program.
- MCPS Form SR-8: *Pre-Participation Physical Evaluation for Athletics*, has been updated.
- Baseline concussion tests will be valid for the duration of a student-athlete's participation in the MCPS athletics program (a re-test is no longer required every two years).
- Procedures and guidelines regarding the *MCPS Athletics Supervision Action Plan and Template* have been included in the Handbook.
- Enhanced information and resources are available for athletic directors, coaches, student-athletes, and parent-guardians regarding the promotion of a positive culture; the harmful effects of hazing, bullying, abuse, and harassment; and reporting protocols for incidents.
- Spectator expectations were updated to emphasize that negative or discriminatory comments should be reported immediately – see something, say something.
- An updated pregame public address announcement has been created
- Appropriate use of e-mail addresses when conducting business on behalf of MCPS has been clarified and incorporated into the handbook.
- MCPS high school athletics programs will have the option to accept credit card payments for admission to contests.
- The artificial turf field program will expand, with installation of stadium fields at Bethesda-Chevy Chase and Wheaton high schools.
- A new MPSSAA classification and competition structure will debut, which includes the addition of state quarterfinals for open tournament sports and football.

Initiatives for MCPS Athletics:

- A multi-year strategic plan for the MCPS athletics program will be developed.
- The Student-Athlete Leadership Council (SALC) will debut and consist of two representatives from each of the 25 MCPS high schools.
- A support and accountability model for athletic directors will be implemented.
- A plan for implementing county championship games for open tournament team sports will be created and reviewed by key stakeholders.

3. Health & Safety

Health and safety expectations for coaches are included on a July memorandum titled *MCPS Coach Health and Safety Expectations*, and on documents located on the MCPS Athletics web page. These are reviewed in the “Health and Safety” portion of the systemwide and local school preseason meetings.

4. Coach & Athletic Department Personnel Certification & Compliance

- Updated and enhanced database to record and monitor certification & compliance
- Coaches and athletic department personnel must maintain required certification and compliance as outlined in the *MCPS High School Athletics Handbook*
- Athletic directors will submit a *Coach Certification Verification Report* prior to each season

5. Volunteer Coaches – must complete the following:

- Be hired and approved by the school – must sign contract with principal/AD
- Be fingerprinted and clear a criminal background check, which is kept on file with Human Resources
- Annually complete the online module preventing and recognizing child abuse and neglect
- Complete annually the *Volunteer Coach Application and Contract* (on the MCPS athletics web page)

6. Schedules / Cancellations / Weather

- For most sports, 2019–2020 is the first year of a 2-year schedule
- Schedules, scores and results posted on County Sports Zone
- No schedule changes unless AD obtains approval of director of systemwide athletics
- Reschedule postponed games on the earliest possible available date
- Review Postponed/Cancelled Events section in *MCPS High School Athletics Handbook*
- Review *Non-School Day Inclement Weather Policy*
- Review Weather and Heat Guidelines in *MCPS High School Athletics Handbook*

7. Sportsmanship Award Program – coach expectations

- MCPS has a comprehensive sportsmanship/sportsmanship award program.
- A Sportsmanship Rating Form is completed by school administrators and referees/umpires at all varsity contests that use officials.
- Non-officiated sports will vote on sportsmanship awards at postseason coach meetings.

8. myMCPS Online Athletic Registration

The forms required to participate in athletics are completed electronically through the myMCPS Parent Portal. Coaches must ensure that all parents/guardians and student-athletes have completed the registration process PRIOR to participating. Required forms are available on the MCPS athletics web page, if needed.

9. Electronic Rosters & Eligibility

Expectations for coaches and athletic directors are included in a memorandum titled *myMCPS Online Registration and Roster Program*.

- All rosters are completed electronically through myMCPS and must be approved by both the coach and athletic director.
- “Roster Days” for fall, winter, and spring seasons are indicated in the *MCPS High School Athletics Handbook*.
- There are many factors that affect eligibility other than academics that must be researched and confirmed, including age, residency, years of participation, etc.

10. Protocol for Questions – If coaches have questions or concerns, they should consult their athletic director or the appropriate sport director first, depending on the nature of the question/concern. The sport director or athletic director will consult Dr. Sullivan or Ms. Green, if necessary.
11. Out-of-Area/Overnight Travel – coaches should see their athletic director regarding travel parameters, restrictions, and procedures for trips over 100 miles (one way) from the Carver Educational Services Center (CESC) or all overnight trips.
12. Purchases/Bid List – coaches should see their athletic director regarding purchases and ordering. Coaches are asked to provide feedback regarding items on the MCPS bid list, including the quality of current items on the list as well as potential new items.