



“The Neil Rosa Athletic Program of Excellence”

“The Neil Rosa Program of Excellence” Submission of Data Cover Sheet

Submitting School: _____

Athletic Director: _____

Contact Email: _____

Contact Phone Number: _____

Date of Submission: _____

Type of Submission (check one): Hard Copy Electronic Copy

Please organize your data in the following order and identify each category within your data. Where multiple examples are provided within a category, please title each example for clarity.

1. Philosophy of Education-based Athletics
2. Education Strategies
3. Risk Management
4. Access/Equity
5. Assessment
6. Technology/Media
7. Sports Medicine
8. Innovation/Creativity
9. Continuous Improvement



“ The Neil Rosa Athletic Program of Excellence”

Purpose:

To recognize programs that are doing superior a job of conducting diverse activities with a focus on providing a safe and positive experiences for all participants - including athletes, parents and coaches. These schools demonstrate best practices within education-based athletic programming on ongoing basis.

The objective of the “*Neil Rosa Athletic Program of Excellence*” is to recognize those New Jersey interscholastic athletic departments who are purposefully educating and supporting the mission of education-based athletics in New Jersey. Defining success based solely upon “wins and losses” or championship trophies misses the mark of what our interscholastic athletic programs should be targeting. The award is designed to honor and celebrate those school athletic departments that are attempting to shift the sport culture toward the genuine purpose of why athletics are a part of our school and community.

Application Process:

As such, the collection and submission of data is meant to be a reflection of what schools are already doing to underscore the mission of education-based athletics. To create a level of consistency and to maintain an appropriate level of professionalism, submission of school data should follow this protocol:

- Submission of materials should be inclusive of all data that is to be considered. “Part and parcel” submissions (scattered or segmented submission of data over time) will not be accepted.
- Individual should create a Google folder for your application.
- To enhance an application it is recommended that the application be organized by domain and that each criteria within a domain be labelled and demonstrate supporting evidence.
- Electronic submissions are preferred.
- Hard copy submissions are permissible.
- Submission for the award must be made by **January 1**.
- **When data is complete, please send electronically to Robert Haraka, Athletic Director at Morris Hills High School, rharaka@mhrd.org. Applicants may also send hard copy to Morris Hills High School Athletic Department, 520 West Main Street, Rockaway, NJ 07866.**
- Awards will be presented annually at the DAANJ Workshop (March).
- Please include the attached “Cover Sheet” with submission.
- Please include the attached “Checklist” with submission to assist the gathering of all related data.
- Questions regarding the award and data submission can be directed to Robert Haraka per the above email address.

Award Criteria:

The Athletic Director must be a DAANJ member in good standing. Applicants may submit data (as indicated below) at any time of the school year.

- An individual school may win the award once during a 48-month period.

- All data submitted must have been deployed, created or accomplished within the past 12-month period at the time of submission.
- Submissions will be reviewed by a committee comprised of DAANJ members from the four sections of the state, as well as members of the DAANJ Board of Directors.
- Recognition of schools/athletic departments for attainment of the award will be made at the annual DAANJ Awards Banquet.

Criteria Domains:

1. Philosophy of Education-Based Athletics
2. Education Strategies
3. Risk Management
4. Access/Equity
5. Personnel and Program Assessment
6. Technology/Media
7. Sports Medicine
8. Innovation/Creativity
9. Continuous Improvement

Provisions for submission of evidence:

1. Philosophy of Education-based Athletics: (280 maximum / 225 minimum)

- Athletic department philosophy statement which *specifically identifies* the mission of interscholastic athletic programs as extensions of the curricular/academic program within the school district. Statement should include *educational objectives* of the athletic department/programs. **-75 points**
- Evidence of Board of Education adoption of athletic department philosophy. **-60 points**
- Evidence of athletic department philosophy posted in/on following:
 - Athletic Department handbook **-25 points**
 - Coach/Athlete/Parent handbook **-15 points**
 - Athletic department statement on school website **-50 points**
 - Coaches job descriptions **-20 points**
 - Vacancy postings **-10 points**
 - Long range strategic plan **-25 points**

2. Education Strategies: (600 maximum / 395 minimum)

Evidence of the athletic administrator's personal professional development activities specific to interscholastic athletics 12 months prior to submission for the Award. Examples would include, but not limited to:

- Attendance at the annual DAANJ Workshop and a member in good standing **-25 points**
- Serve as a presenter at the DAANJ in the prior three years of this application **-30 points**
- Serve as a presenter at the NIAAA in the previous three years of this application **-40 points**
- Completion of at least one Leadership Training Course (LTC) **-25 points**
- Have you published articles / books relative to Athletic Administration **-25 points**
- Select highest level (may only select one) of the following designations: **(60 points maximum)**
 - RAA (through NIAAA) -20 points
 - RMSAA (through NIAAA) -20 points
 - CAA (through NIAAA) -40 points
 - CMAA (through NIAAA) -50 points
 - One of the following designations (may only select one): AIC (through NFHS) **-10 points** or CIC (through NFHS) **-10 points**
- Show evidence that you published books or magazine articles **-25 points**
- Earned a Master's degree in Education or Athletic Administration **-25 points**
- Earned a Doctorate degree in Education or Athletic Administration **-25 points**

- The applicant school's athletic administrator must be a member of the DAANJ for the school year of award submission **-10 points**
- NIAAA Membership (select one of four)
 - 1-5 years **-25 points**
 - 6-10 years **-30 points**
 - 11-15 years **-35 points**
 - 16 or more years **-40 points**

Evidence (copies of agendas) of meetings and in-house sessions for purposes of training, educating, updating in-house coaching of athletic staff members. Examples might include:

- Regular coaches meetings (pre- and in-season) **-10 points**
- In-services specific to interscholastic athletic topics **-10 points**
- Mentoring **-20 points**
- Strategic planning committee **-25 points**

Evidence of support and promotion of coach education beyond sport-specific (offensive/defensive strategies) training. Examples of such tactics could include:

- In-house seminars on media/public relations **-10 points**
- Promotion of *Accredited Interscholastic Coach* certification (NFHS online courses) **-15 points**
- Promotion of Sport Specific Certifications (NFHS online courses) **-10 points**
- All Coaches are required to take NFHS Fundamentals of Coaching **-20 points**

Provide a brief (one page or less) overview of the process for mentoring new coaches currently within the athletic department **-50 points**

3. Risk Management: (335 maximum / 220 minimum)

- Provide evidence of cautionary statement provisions shared with parents and students (per sport) **-40 points**
- Describe protocols currently in place to assess atmospheric (heat, humidity) and severe weather (lightning) emergencies for athletic teams. **-30 points**
- Provide policy documentation that coaches are required to chart cautionary practices. For example: contact in football; pitch counts; safety checks of player equipment, facility safety checks **-35 points**
- Training of public address announcers to enhance a safe athletic environment. For example: emergency information; sportsmanship statements **-30 points**
- Provide documentation of coaches orientation of 14 legal duties /related school safety policies **-25 points**
- Provide evidence of process for yearly ongoing coaches professional growth training for First Aid, Heat Acclimatization, Concussion Education, et. **-20 points**
- Provide examples of Emergency Action Plans - select all that apply (60 maximum)
 - EAP onsite plan **-10 points**
 - EAP off-site plan **-10 points**
 - Active Shooter **-10 points**
 - Bomb threat **-10 points**
 - Violence --- gang activity **-10 points**
 - Ejection of unruly fans **-10 points**
- Evidence of AED access and utilization – select all that apply **(35 maximum)**
 - On Campus **-15 points**
 - Off Campus **-20 points**
- Provide documentation of your administrative practice to minimize risk/liability (Examples: equipment safety checklist; Gmax recording; reconditioning) **-30 points**

4. Access/Equity: (205 maximum / 135 minimum)

Evidence of assessment plan for athletic department and programs relative to accessibility and equity parameters. Some examples of evidence may include:

- Facility inventory (listing of boys and girls facilities, age/condition of facilities, fiscal support for upkeep, etc.) **-20 points**
- Line-item budget comparisons (by sport; by gender) **-35 points**
- Title IX surveys and/or studies **-30 points**
- Provisions and accommodations for students with disabilities (“How are special needs students engaged within your interscholastic athletic programs?”) **-30 points**
- Evidence of coach’s pre-season parent meetings **-25 points**
- Provide documentation of Parent / Athlete communication protocols **-15 points**
- Evidence of a Unified Sports Program **-40 points**

5. Personnel and Program Assessment: (95 maximum / 60 minimum)

- Description of the process utilized to evaluate and assess coaches within your interscholastic athletic program. More than just the evaluation tool (form), what protocol is utilized to review and target improvement within the coach (es) and the sport-specific program? **-25 points**
- Evidence that the assessment program focuses on educational values **-20 points**
- Assessment program is used to prioritize resources to implement improvement of programs **-10 points**
- Athletes provide opinions in assessment program **-10 points**
- Document that parents provide opinions in assessment of programs **-10 points**
- Documentation of tools and timelines used to discontinue a sports program **-10 points**
- Documentation and protocols to add a sports program **-10 points**

6. Technology/Media: (255 maximum / 165 minimum)

Provide examples the interscholastic athletic department utilizes technology/media in support of education-based athletics. Examples may include, but not limited to:

- Posting and accessibility of team schedules **-20 points**
- Utilization of “push” data (e.g., parent alerts, text messaging, Twitter/Facebook feeds) **-20 points**
- Local/School/Public media access to interscholastic sport programs and events **-10 points**
- Online feedback and survey opportunities for stakeholders and/or community **-10 points**
- Evidence of utilization of Student Information Systems doing eligibility **-25 points**
- Utilization of On Campus lightning detection system **-15 points**
- Document utilization of LED score tables for ad space **-15 points**
- Utilization of messaging scoreboards (select each that apply) --- **(55 point maximum)**
 - Stadium digital messaging scoreboard **-30 points**
 - Indoor digital messaging scoreboard **-25 points**
- Utilization of touch screen messaging centers for schedules and promotions **-15 points**
- Documentation of utilizing hand held radios for spectator management **-25 points**
- Example of power point or other electronic type presentations to BOE **-15 points**
- Documentation of Department web site availability of public access information **-40 points**
- Online coaching evaluation tools **-5 points**

7. Sports Medicine: (220 maximum / 140 minimum)

Provide evidence of “Emergency Action Plan” protocols that are utilized by interscholastic teams within the school’s athletic department. **(60 points maximum)**

- Facility layout **-10 points**
- Entry and exit routes (particularly for EMS and evacuation routes) **-10 points**
- Location of rescue and first aid equipment **-10 points**
- Location of landline telephones with emergency numbers and personnel posted **-10 points**

- Location of keys that may be necessary for access to phones and equipment -10 points
- Location of rescue equipment and first aid kit(s) -10 points
- Location of emergency supplies (e.g. flashlights, fire extinguishers, masks, gloves, etc.) -10 points
- Supply Documentation of: (160 maximum)
 - A full time trainer with no other duties -40 points
 - Certified athletic trainer under temporary contract -30 points
 - Team Physicians coverage at home football games -10 points
 - Orthopedic doctor coverage at home football games -15 points
 - School district supplies free sports physicals -10 points
 - Volunteer coach disclaimer / permission authorization for emergency treatment -15 points
 - Documentation of coaches access to student athlete emergency information -20 points
 - Evidence of approved instructional progressions of sports with high impact of injury -20 points

8. Innovation/Creativity: (215 maximum / 140 minimum)

Provide examples and description of non-contest engagement of students and/or adults within the scope of the school's interscholastic athletic program. Examples of such may be: (155 maximum)

- Varsity team members traveling to elementary school to read to students -10 points
- Students who audition and perform the "National Anthem" at athletic events -5 points
- Non-participant student involvement; e.g., student media crew for graphics or video board at game events, student host squad for guest teams or game officials, etc. -10 points
- Student Leadership opportunities --- Example: Student-Athlete Advisory Council -10 points
- Student body sportsmanship efforts -10 points
- Students as greeters to visiting teams or ambassadors -10 points
- Student interns in athletic office -10 points
- Community stakeholder engagement with planning, advisory or feedback groups related to interscholastic athletics -10 points
- Student athlete community service programs -10 points
- Athletic Awards Programs -10 points
- Presentations to students and parents such as "Hazing", etc. -10 points
- Supply any other examples of non-contact engagement of students and/or adults. Ten (10) points for each example. However, no more than the maximum point total declared is allowed. -10 points
- Supplemental Funding (60 maximum):
 - Evidence of corporate sponsorships -20 points
 - Evidence of community foundational support -10 points
 - Supply grant support -20 points
 - Document marketing schemes to increase attendance -10 points

9. Continuous Improvement: (100 maximum / 50 minimum)

- Identify at least one organized event/activity where the educational mission and purpose of interscholastic athletics is clearly and intentionally. Specifically, how is the question of "What is the true purpose of having sports within our schools?" being answered with your stakeholders? -50 points
- Provide an example of how the athletic department delivers a *continuing* message and supports Sportsmanship initiatives within your school and league. -50 points

DEADLINE: January 1, 2019 for March 2019 DAANJ Award Banquet Recognition.



DAANJ

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CHECKLIST Order of Submitted Data

- ___ Data Cover Sheet
- ___ Athletic Department philosophy statement
- ___ BOE adoption of Athletic Department philosophy
- ___ Athletic Department philosophy posting in: Coaches handbook, Athlete/Parent Handbook, online
- ___ Athletic Administrator’s professional development example
- ___ Example agenda of in-house coaching staff meeting/training session
- ___ Example of promotion of coach education
- ___ Example of Budget process
- ___ Verification of Athletic Administrator’s membership in DAANJ
- ___ Example of sport-specific “Cautionary Statement” (identified with school name)
- ___ Accessibility/Equity example
- ___ Description of Coach/Program assessment process
- ___ Five technology/media utilization examples
- ___ Example of “Emergency Action Plan” (identified by sport-specific and school data)
- ___ Example of non-contest engagement within interscholastic athletic program
- ___ Example of promoting educational mission of interscholastic athletics within school/community