

POCATELLO/CHUBBUCK SCHOOL DISTRICT
MEMORANDUM OF UNDERSTANDING
 FOR EXTRACURRICULAR POSITIONS/SEASONAL PART TIME POSITIONS

I certify that I understand the following:

- All extracurricular assignments are non-continuing. I understand that at the end of this season my seasonal part time employment is terminated and if renewed, will be done so prior to the next year's season. Employment for these positions is reviewed and assessed at the end of a season.
- I am an at-will employee that can be terminated at any time with or without cause.
- The State of Idaho requires that I submit to a background check for both Idaho State Police and the FBI as a condition of employment. I understand I must complete this fingerprinting with the District Office prior to the first day of the sports season for which I am employed, or within five (5) days of hire if I am employed after the start of the season. (Idaho Code 33-130)
- Valid First Aid and CPR/AED training (that meets the District and IHSAA-sponsored course criteria), NFHS online training (Fundamentals of Coaching Course), the ASEP Coaching Principles, IHSAA required St. Luke's Online Concussion course, the NFHS Sudden Cardiac Arrest course, the NFHS Student Mental health and Suicide Prevention course trainings are required prior to the start of the season or activity; or at the earliest possible date if I am employed after the start of the season.
- Pocatello/Chubbuck School District complies with Idaho High School Activities Association (ihsaa.org) and I too, shall be required to adhere to these rules and regulations. I am responsible to read these rules and regulations.
- Pocatello/Chubbuck School District operates according to a set of adopted policies and administrative procedures and I understand that I shall adhere to such policies and procedures. I am responsible to read and understand my responsibility with respect to these policies and procedures.
- I shall be required to complete the online policy/procedure/document review with my electronic signature before the start of the season/activity. If I work multiple sports' seasons in a year, I only need to review the policies/procedure once in a year.

I understand the following:

- Volunteers used in any extracurricular program must be on the District's approved volunteer list before rendering services.
- Coaches are not authorized to hire, contract or commit to the employment of others in the program. The authority for such is with the Administration.
- Payment for coaching services is not transferable to others who may volunteer time (according to District procedures) to work with students in the athletic program.
- I shall not accept any outside compensation for my work.

I understand the following:

- Purchases for any program will be made only in accordance with District procedures.
- I shall use the District approved Camp Request/Camp Reconciliation, Fundraising Request/Fundraising Reconciliation, and Overnight/Out of Town Request Forms.
- I shall submit all Camp and Overnight/Out of Town Request Forms in a timely manner to be approved by the Board of Trustees. If I miss the Board Meeting deadline, my request will be denied.
- I shall supervise students entrusted to my care from the beginning of each activity until all students depart from the activity and I shall follow all professionalism and behavioral requirements during that activity.

Failure to comply with these regulations may result in termination of my employment.

Once I have completed the NFHS Fundamentals of Coaching course, the ASEP Coaching Principles, the St. Luke's Online Concussion course, the NFHS Sudden Cardiac Arrest course, the NFHS Student Mental health and Suicide Prevention course and the required CPR/AED First Aid training, copies of my certifications will be submitted to the school Athletic Director before the season/activity begins. Courses can be found at <https://idhsaa.org/coaches>