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JOB TITLE

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PORTION OF THE DAY IN-FIELD % OUT-OF-FIELD % RETURNING FROM LEAVE ON CONTINUING PROF. SERVICE CONTRACT						RVICE CONTRACT
JUSTIFICATION FOR EMPLOYING ALL OR ANY PORTION OF THE DATE OUT-OF-FIELD						

ALL FORMS MUST BE WET SIGNED AND DATED

PART TIME RETURNING COMMUNITY COACH COACHING AT SAME SCHOOL AND SAME SPORT

EMP ID # OR LAST 4 OF SSN #:

Last Name First Name SCHOOL NAME/NUMBER: SCHOOL YEAR: STEPS TO BE COMPLETED BEFORE CANDIDATE CAN BE HIRED AS A COACH: FINGERPRINTS - CHECK WITH DISTRICT SECURITY For eligibility to be employed as a community coach email Raquel Figueroa at figueroa.raquel@brevardschools.org or Sharon Doucett-Doran at Doucett-Doran.Sharon@brevardschools.org *Not required for cheer coach Apply to the Florida Department of Education (FL DOE) for the Athletic Coaching Certification including payment at http://www.fldoe.org/teaching/certification/on-line-application-status-lookup-site.stml *Not required for cheer coach FORMS/DOCUMENTS TO BE SENT TO YOUR **EMPLOYMENT SPECIALIST IN THE FOLLOWING ORDER:**

- □ Appointment Form Fill Online Form and Print for Signatures
- Community Coach Employment Process Letter

NAME OF COACH:

Athletic Community Coach Agreement *Not required for cheer coach and dance

EMPLOYEE ID OR LAST 4 OF SSN	TYPE	LAST NAME (AS IT APPEARS	ON SS CARD)	SUFFIX	FIRST	「 NAME	INITAL
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IF SHORT-TERM CONTRACT, ENDI	NG DATE	IF TEMPORARY,	ENDING DATE				
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					HUMAN RESOURCE		DATE

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601 Mark J. Rendell, Ed.D., Superintendent



COMMUNITY COACH/ACADEMIC PROCESS EMPLOYMENT PROCESS LETTER

This notice is to provide certain information to applications for employment in the Brevard County School System concerning the process and conditions for employment.

When a selection is made, the person selected is recommended on an appointment form by the principal. This constitutes the first step in the employment procedure, but this does not constitute commitment for employment. The appointment form and credentials are reviewed by the Area Superintendent and sent to Human Resources. Further approval is required by Human Resources and by the School Board in official action. If the School Board acts favorably on this recommendation, employment will begin on a day specified and in a school designated by the School Board.

In accepting this assignment, the employee agrees to observe and enforce faithfully the laws, rules, regulations, and policies lawfully prescribed by legally constituted school authorities, insofar as such laws, rules, regulations, and policies are applicable to the above named position.

This recommendation for employment is specifically conditioned on State Board of Education Administrative Rule 6A-1.0502, paragraph 8, which states that in advance of assuming this responsibility, the applicant has a clear understanding of all state and district instructional practices and policies relevant to the responsibilities of the position.

When employed in such positions, an employee may be dismissed or suspended by the Superintendent or School Board for failure to comply with any and all lawful rules, regulations, and policies of the State Board of Education or the School Board, now existing or hereafter enacted, as provided by law.

This employment recommendation is pursuant to all of the above conditions. You may begin work provided all personnel documents are completed in time to present the appointment at the next regular School Board meeting. Failure to meet this condition will result in being considered a volunteer and no recommendation will be made for payment of the supplement.

I have read this document and understand its contents. The attached appointment form is offered in agreement with the stated process and pursuant to the employment conditions as specified.

Name (Printed)	Signature	Date
	Principal/Department Head Signature	Date
	School Name	
	REV 06/2023ka-cc	
	Human Resources Services Phone: (321) 633-1000, ext. 11200 • FAX: (321) 633-3525	
		An Equal Opportunity Employe

School Board of Brevard County

2700 Judge Fran Jamieson Way • Viera, FL 32940-6601 Mark J. Rendell, Ed.D., Superintendent



ATHLETIC COMMUNITY COACH AGREEMENT

I,

understand that as a community coach I am considered

an employee of Brevard Public Schools and must adhere to all District and State policies for educators. I must also complete the following requirements before I can begin to coach and be with the students:

Apply for a three-year temporary athletic coaching certificate <u>http://www.fldoe.org/teaching/certification/on-line-application-status-lookup-site.stml</u> **Give a copy of my confirmation of applying to the Athletic Director.**

Be fingerprinted and pay the required fee (contact District Security 633-1000 ext. 11233).

Be Drug screened and pay required fee at Human Resources in ESF, Viera (633-1000 ext. 11225).

Provide to Professional Practices Services required documentation for clearance of any arrest record, if applicable, to receive the athletic coaching certificate. I understand I may not be paid until I have been cleared of all charges through PPS.

Complete all hiring paperwork required by the School Board for the coaching position, **including the employment application on BEACON.**

Complete all three required courses and receive a valid CPR card from the American Heart Association or the American Red Cross before my three year temporary certificate expires.

The required Athletic Coaching courses are currently offered through the School Board of Brevard County. Course information is available on the District website: http://professionaldevelopment.brevard.k12.fl.us or by contacting your Athletic Director or school secretary, OR fee-based online courses are also available at https://coacheducation.humankineticscom/collections/663

The three required courses are: Sports Specific, Sports Medicine, and Sports Theory and receive a valid CPR card from American Heart Association or American Red Cross.

If I hold a valid five-year athletic coaching certificate with the State of Florida, I am not required to take the courses again, unless there has been a change in the requirements with the Florida Department of Education (FL DOE). I am required to update my fingerprints, every five years. If my five-year certificate expires, I will be required to hold a valid CPR card from the American Heart Association or American Red Cross and provide a legible, verifiable copy of the CPR card to the offices of Certification, in order to meet current FL DOE requirements to obtain a new five - year athletic coaching certificate.

I understand that it is my responsibility to complete ALL requirements. I further understand that if I fail to complete all requirements above including the three required courses and CPR prior to the expiration of my three year temporary, I will not receive the coaching supplement and will be considered as having volunteered my time.

Print: Community Coach Name	Signature	Date
Time. Community Coden Name	Signature	Date
Print: Principal Name	Signature	Date
Fint. Fincipal Name	Signature	Date
Original: Employment Specialist CC: Community Coach		
		REV 02/24
	Human Resources Services	
Phone: (3	21) 633-1000, ext. 11200 • FAX: (321) 633-3525	
		An Equal Opportunity Employe