

# MIRAMONTE HIGH SCHOOL

## *Home of the Matadors*

Thank you for joining the Miramonte coaching team. The time and energy you will dedicate is very much appreciated by our student athletes and the Miramonte community.

**All coaches, paid and volunteer, must be approved by the governing board of the district before being allowed to coach.** In order to place your name on the board agenda, we must have a completed coaching packet. Please use the checklist below to assist you in this process. When **all** items are completed and you have the necessary certificates and documentation, make an appointment by emailing [Veronica Erickson](mailto:Veronica.Erickson@miramonte.k12.ca.us) to turn in your forms and sign your contract. To avoid confusion, **only completed packets will be accepted.**

- Coaching Application\* When complete return to [Veronica Erickson](mailto:Veronica.Erickson@miramonte.k12.ca.us) in the Miramonte Administration Office.
- Fingerprinting Appointment Only when your application has been turned in are you eligible to call for an appointment. (Call Classified HR at the District Office 925-280-3900 ext. 6623) .
- Coaching Certification Go to the NFHS website, nfhs.org, or follow this link: [Fundamentals of Coaching](#) to complete the NFHS "Fundamentals of Coaching and the California State Component" Course. **Save and Print your completion certificate.**
- Concussion Certification Go to the NFHS website, nfhs.org, or follow this link: [Concussion Sports](#) to complete the NFHS "Concussion in Sports - What You Need to Know" Course. **Save and Print your completion certificate.**
- TB Clearance Submit negative TB test documentation. If you do not have a current TB clearance (within 4yrs), see your doctor for a TB test to obtain documentation of a negative test. Chest x-rays must be current within 1 year.
- CPR Certification Submit current certification, (it must not expire during your season). If you don't have current certification, email [Veronica Erickson](mailto:Veronica.Erickson@miramonte.k12.ca.us) to find out when a clinic will be offered.
- First Aid Submit current certification, (it must not expire during your season). If you don't have current certification, [Veronica Erickson](mailto:Veronica.Erickson@miramonte.k12.ca.us) to find out when a clinic will be offered.
- CIF Coaches Code of Conduct\* Read and sign the document. Click [Code of Conduct](#)
- Child Abuse/Mandated Reporter\* Read and sign the document. [Child Abuse Mandated Reporter](#)
- Ejection Policy\* Read and sign the document. [Ejection Policy](#)
- Cardiac Wise Certificate. [Cardiac Wise](#)
- Complete only if you are confirmed to receive a stipend. [Payroll Packet](#)
- Mandated Reporter Clearance for paid coaches only – request employee ID# [Veronica Erickson](mailto:Veronica.Erickson@miramonte.k12.ca.us) for access to site
- Coaching Contract Appt. Make an appointment with [Veronica Erickson](mailto:Veronica.Erickson@miramonte.k12.ca.us) to turn in all certifications and documents and to sign your coaching contract

**The governing board meets 1 to 2 times a month and submissions for the agenda must be received at least 2 weeks in advance. To ensure you are eligible to coach at the start of your season, please plan accordingly and turn your documents in as soon as possible.**