



Recreation & Community
Services Department
400 University Ave.
Los Altos, CA 94022
(650) 947-2790
www.losaltosrecreation.org

COACH CONTRACT

CONTRACT AGREEMENT FOR SPECIAL SERVICES After School Junior High Sports Program

The following is an Agreement between the City of Los Altos, California, hereinafter referred to as "City" and the independent contract coach named below for the purpose of providing a service requiring specific knowledge and/or technical qualifications. The City shall pay coach for all services to be performed by coach hereunder; terms described below.

1. **PROGRAM FORMAT** - The City of Los Altos Recreation Department, in cooperation with the Los Altos Elementary School District, provides for an after-school sports program at both Blach and Egan Junior High Schools. Blach and Egan participate in the Valley Junior High School Athletic League, which includes schools in Los Altos, Mountain View, Sunnyvale, Cupertino and Saratoga.
2. Coach understands that City may cancel this Agreement at any time should enrollment be insufficient, or should funds or facilities become unavailable, or should the Coach fail to perform the services to the satisfaction of the City and that the City shall not be liable for compensation to the Coach for the remainder of the Agreement should be cancelled.
3. It is understood and agreed that the Coach, in the performance of this contract, is an independent contract coach and not an employee of the City of Los Altos. Coach understands that he/she also represents the Los Altos School District when on their school premises or escorting their students to away games.
4. **LIABILITY** - Coach agrees to be solely responsible for all hazards, damages and injuries, which Coach, or his or her property, may receive in the course of performing this contract, and waives all rights, whether known or unknown, to claim damages therefore from the City of Los Altos or its officers, agents or employees.
5. Coach further agrees to defend, indemnify and hold the City of Los Altos and its officers, agents and employees, free and harmless from any liabilities, claims or damages caused by, arising out of, or in any relation to the performance by Coach of services or otherwise relating to or arising from this Agreement.
6. Coach understands the City of Los Altos has no accident or Worker's Compensation insurance for persons performing services as and independent Coach.
7. **TERM** – Coach agrees to accurately complete a contract per sport and provide it to the Sport Coordinator at your school site prior to the beginning of the designated season. The term of the contract shall be the length of the sport season scheduled by the Valley Junior High School Athletic League, including all finals should the team advance.



Recreation & Community
Services Department
400 University Ave.
Los Altos, CA 94022
(650) 947-2790
www.losaltosrecreation.org

COACH CONTRACT

8. **PAYMENT** – City shall pay Coach the specified sum of \$1,000 per season and sport as agreed upon and indicated in this contract. **City shall mail payment within two weeks of the last day of the regular season.**
9. **FINGERPRINTING** – All coaches must be fingerprinted before the start of the contracted season. Season starting dates will be provided by the Athletic Director at your school site. All coaches, regardless of School District employment, are required to be fingerprinted with the City. Fingerprints will be valid during consecutive coaching years and only coaches who have taken more than one year (12 months) between coaching, will need to be fingerprinted again. The City shall pay for fingerprinting fees. Contract is not valid until coaches fingerprints have been cleared by the City.
10. **RESPONSIBILITIES** – Coach is responsible for performing the following tasks and direct all questions to the Athletic Director.
- Attend Informational Meeting prior to start of season
 - Hold try-outs and make cuts if necessary
 - Submit final sports roster to Athletic Director
 - Hold practice sessions on non-game days
 - Be responsible for athletes at all times
 - Report scores in official scorebooks and submit to Athletic Director
 - Bring a First Aid kit/accident reports to all practices and away games
 - Report any facility damage or player injuries to Athletic Director within 24 hours
 - Coordinate awards at end of season
 - Measure athletes for C teams
 - Oversee the appropriate use of facilities and equipment, game operations and the safety and security of players.
11. **COMMUNICATION** - All communication regarding the Junior High Sports Program at Blach and Egan Junior High Schools should be handled through the supervising Athletic Director at your school site. If you have additional inquiries that they cannot address, please contact the Program Coordinator – contact information is below:

City of Los Altos Recreation &
Community Services Department
ATTN: Lisa Stamps - Junior High Sports
Physical Address: 400 University Ave.
Los Altos, CA 94022
Mailing Address: 1 N. San Antonio
Rd. Los Altos, CA 94022

PHONE: 650.947.2727
FAX: 650.947.2738
E-MAIL: lstamps@losaltosca.gov



Recreation & Community
 Services Department
 400 University Ave.
 Los Altos, CA 94022
 (650) 947-2790
 www.losaltosrecreation.org

COACH CONTRACT

**CONTRACT AGREEMENT FOR SPECIAL SERVICES
 After School Junior High Sports Program
 SIGNATURE PAGE**

An incomplete signature page may lead to a delay in payment. Please complete in full.

Person Rendering Special Services – Contract Coach at: Blach Egan

First Name _____ Last Name _____

E-mail _____

Day Phone: _____ Eve Phone: _____

Address _____ City _____ Zip _____

I am currently employed by the: Los Altos School District
 Other _____ MVLA Union High School District

Please Mark Gender: BOYS GIRLS **Mark Level:** 7th 8th

Please Mark Sport: Volleyball Softball Basketball Cross Country
 Wrestling Soccer Track & Field

PAYMENT: \$1,000 Other: \$ _____ **Reason:** _____

Sport Season: Start Date _____ End Date _____

I understand and agree to all the above terms and conditions, as well as those found in the Coaches Manual, as it pertains to my coaching position:

Signature of Coach _____ Date _____

Athletic Director _____ Date _____

Recreation Coordinator _____ Date _____

For Office Use Only

Contract Received _____ Contract Processed for Payment _____

District Employee _____

On File: W-9 Tax Form Proof of TB Test Fingerprinting Results