



**CATHOLIC SCHOOLS – DIOCESE OF ROCKFORD**

City \_\_\_\_\_ School \_\_\_\_\_

**CONTRACT FOR HIGH SCHOOL  
COACH / ACTIVITY COORDINATOR**

**THIS CONTRACT** is by and between \_\_\_\_\_ hereinafter referred to as COACH, and \_\_\_\_\_ (name of School, City) a religious corporation, hereinafter referred to as SCHOOL, acting through \_\_\_\_\_, its Principal.

**WHEREAS** COACH wishes to accept employment for the rendering of professional services as \_\_\_\_\_ (Coach, Asst. Coach, Activity Coordinator, Etc.) in \_\_\_\_\_ School, for \_\_\_\_\_ (name of sport/activity) season, as established by the Illinois High School Association for the \_\_\_\_\_ school year; and SCHOOL desires to employ COACH for the same term and purposes:

**THEREFORE, IT IS AGREED AS FOLLOWS:**

**I. DUTIES OF THE COACH:**

- A. **COACH** agrees to provide coaching services in accordance with the religious faith and moral teachings of the Roman Catholic Church, as determined by the ordinary of the Diocese or his designee; to abide by the philosophy, goals, mission, objectives, rules and regulations of SCHOOL; and to be bound by the written policies of the Diocese of Rockford and SCHOOL, as they are now and may be amended from time to time and which are made a part of and incorporated by reference into this contract.
- B. **COACH** agrees to render professional coaching services as are assigned by the Principal.
- C. **COACH**, before the execution of this contract, has received, reviewed, executed and delivered to the Catholic Education Office of the Diocese of Rockford or SCHOOL the following completed forms: 1) "Acknowledgement of Mandated Reporter Status"; 2) "Employment Eligibility Verification (1-9)"; 3) "Conviction Information Request" authorizing SCHOOL to contact the Illinois State Police and/or other investigative agency concerning an investigation of COACH's background; 4) "Receipt Acknowledgement of Employee Handbook"; and 5) "Receipt Acknowledgement of Sexual Misconduct Norms." COACH warrants that if he/she has previously submitted the above-referenced forms to SCHOOL that the information contained therein is accurate and current and that the obligations undertaken and/or authorized by COACH therein are hereby reaffirmed. This contract is contingent upon COACH's successful completion of all these forms as well as a fingerprint criminal background check, and "Protecting God's Children" training.
- D. **COACH** represents that all information he or she provided at the time of application remains true and correct, and agrees that, if any information, including criminal conviction information, changes, COACH shall notify SCHOOL promptly. COACH also understands that misrepresentation or omission shall entitle SCHOOL to cancel this contract and void any and all obligations under it.
- E. **COACH** agrees that, both at work and away from work, COACH will abide by and live in accordance with the religious faith and moral teachings of the Roman Catholic Church, as determined by the Ordinary of the Diocese or his designee, and that failure to do so shall entitle SCHOOL to cancel this contract and void any and all obligations under it.

**II. COMPENSATION:**

- A. In full consideration for the services to be performed by COACH, SCHOOL agrees to pay COACH the amount of \$ \_\_\_\_\_, to be paid:
  - in equal  weekly  bi-weekly  semi-monthly  monthly installments beginning on \_\_\_\_\_.
  - in one lump sum payment on or before \_\_\_\_\_.
  - Other (specify) \_\_\_\_\_.
- B. In addition to the compensation for services rendered, COACH shall receive such applicable benefits
  - for full-time employees
  - for part-time employees
  - not applicable

as are set forth in the Catholic Diocese of Rockford Employee Handbook, as those are now and may be amended from time to time.

C. Additional Benefits or Compensation for added services or activities:

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

Total Salary: \$ \_\_\_\_\_

**III. TERMINATION OF CONTRACT:**

- A. SCHOOL agrees that the Principal will be responsible for giving COACH notice of any dissatisfaction with performance or conduct. Thereafter, continued unsatisfactory work or conduct shall warrant discharge and termination of this contract without further obligation hereunder, or other disciplinary action considered appropriate by the Principal in consultation with the Diocesan Catholic Education office. Notwithstanding the above, any act or conduct at or away from work which is non-remediable, as determined in the sole discretion of SCHOOL; or which is not consistent with COACH's position, or the philosophy, goals, objectives, or rules and regulations of SCHOOL, or SCHOOL's or the Diocese of Rockford's mission(s), or the religious faith and/or moral teachings of the Roman Catholic Church, as determined by the Ordinary of the Diocese or his designee, warrants immediate discharge and termination of this contract or other disciplinary action considered appropriate by the Principal after consultation with the Diocesan Catholic Education Office. If a prior or other contract between COACH and SCHOOL or another entity affiliated with the Diocese of Rockford was terminated for reasons cited in this paragraph, then this contract shall also be terminated without further obligation of SCHOOL to COACH.
- B. EMPLOYEE also agrees that in light of the public health emergency of 2020, the SCHOOL may terminate or change the terms of this contract, including duties and responsibilities if:
- a. the total student or grade level enrollment decreases,
  - b. on-line learning continues, or
  - c. instructional learning methods are changed;
- AND
- d. the full or part-time duties are no longer required, or
  - e. the nature or extent of the duties are changed.

If the SCHOOL exercises this paragraph B for such reasons, it will provide the COACH with as much advance, written notice of termination or changes in the contract terms as reasonably practicable. In the event that this contract is terminated under Article V, Section B, the COACH shall be paid the compensation due and owing as a result of the work performed through the date this clause is exercised, less applicable withholdings in full satisfaction of the contract.

**IN WITNESS WHEREOF**, the parties have executed this contract with their signature on \_\_\_\_\_.  
(date signed)

**SCHOOL**

**COACH**

\_\_\_\_\_  
Principal