



# Coaches Checklist

To serve as a coach at Agape Christian Academy, you must uphold the biblical and conduct expectations of our school community and fulfill all OHSAA certification requirements. Use this checklist to ensure all items are completed **before the first practice** of the season.

**Sign the Agape Coach Code of Conduct**

Every coach must annually read and sign Agape Christian Academy's Coach Code of Conduct. This affirms your commitment to Christlike leadership, biblical behavior, and school standards.

**Attend Monthly Coaches Meetings**

You are required to attend regularly scheduled coaches' meetings (typically once a month). These meetings include prayer, coaching development, team updates, and spiritual encouragement. Your team (coach and assistant coach) are permitted to miss one meeting per quarter or at the Athletic Director's discretion. Teams that are not present may have their stipend and athlete discount suspended.

**Download the GameChanger App**

Utilize the app for all communication with teams and families. Post timely updates, manage availability, and moderate tone and content.

**Know how to reserve practice times and games on the official school calendar**

The official athletics calendar is posted at [www.agapeca.com](http://www.agapeca.com). All game and practice schedules must match the ones listed.

**Complete the Coaches Training & Certification**

Agape utilizes the services from Coaches Tool Chest to complete our state of Ohio requirements for coaching. In a single platform, once a year, you are trained to meet state compliance requirements and to understand relevant professional development topics. You no longer have to pursue and manage certifications from multiple platforms. All CTC content is developed annually by coaches and medical professionals to assure the health and safety of all



student athletes. Our professional development courses provide you with information you will find useful in your daily coaching activities.

[Complete the training here.](#)

Once complete, please submit your receipt and a copy of your certification to the office for reimbursement (\$49)

**BCI & FBI Background Checks**

Complete both background checks and ensure results are on file with the Ohio Department of Education. [Background Check Info](#)

Schedule your background check:

<https://sheriff.co.geauga.oh.us/ccw-fingerprinting/fingerprinting/>

You will be asked to provide a code. Please use code: **3319 39B1**

## Submission Instructions

Submit all certification documents to the Athletic Director prior to the start of your season. Keep personal copies (digital and/or printed) of all your certifications. If you have questions or need help with any of the requirements, contact the Athletic Director.