

Approved: July 23rd, 2007
Revised: _____

Policy 426

426 VOLUNTEER ATHLETIC COACHES/CO-CURRICULAR ADVISORS

I. PURPOSE

ISD #4 recognizes that the services of volunteer coaches/co-curricular advisors bring unique skills to the district, enrich the athletic program or other extracurricular activity program, assist the district's coaching staff and co-curricular advisors in the performance of their duties, and enhance the relationship between the school district and the community.

The Athletic Director/Principal will be responsible for the recruitment and screening of volunteer athletic coaches/co-curricular advisors and their assignment. Athletic coaching volunteers/co-curricular advisors must be persons of known character with responsibility and integrity and must be recommended and approved by the Superintendent prior to assuming any athletic coaching/co-curricular advisor responsibilities. Each volunteer athletic coach/advisor will be given a copy of this policy and the rules of conduct.

II. POLICY STATEMENT

The following guidelines shall govern the service of volunteer athletic coaches/co-curricular advisors:

1. Volunteer athletic coaches/co-curricular advisors may serve only under the direction and immediate supervision of a head and/or assistant coach or activity director employed by ISD #4.
2. Volunteer athletic coaches/co-curricular advisors must clearly understand their duties and responsibilities and perform no services outside those duties.
3. Volunteer athletic coaches/co-curricular advisors serve only in a support capacity and only head or assistant coaches or activity directors employed by ISD #4 are responsible for the supervision and instruction provided to pupils participating in the athletic/activity program.
4. Volunteer athletic coaches/co-curricular advisors shall respect the individuality, dignity and worth of each pupil.
5. Volunteer athletic coaches/co-curricular advisors are not permitted access to pupil records.
6. Volunteer athletic coaches/co-curricular advisors must exercise discretion in disclosing any confidential pupil matters the coach/activity director becomes aware of as a result of their volunteer responsibilities.
7. Volunteer athletic coaches/co-curricular advisors must consult with the Athletic Director/Principal regarding any matters or questions regarding their duties and responsibilities.
8. Volunteer athletic coaches/co-curricular advisors shall receive no financial remuneration.
9. Volunteer athletic coaches/co-curricular advisors shall not supplant coaching positions outlined in the collective bargaining agreement.

10. Volunteer athletic coaches/co-curricular advisors will not be issued any keys or have access to any school facility at any time other than when working under the direct supervision of the athletic coach/co-curricular advisor.

11. Volunteer athletic coaches/co-curricular advisors assignments are for the season or year in progress only and must reapply each year.

12. Volunteer athletic coaches/co-curricular advisors must sign a volunteer contract.

13. Volunteer athletic coaches/co-curricular advisors, may be immediately relieved of their volunteer responsibilities, with or without cause, by the Superintendent with such action to be recommended to the ISD #4 board of education.

14. Volunteers must undergo a criminal background check before working with students.

15. The administration may deviate from any of the above guidelines where they deem the situation to be appropriate.

ISD #4 ATHLETIC COACHES/CO-CURRICULAR ADVISORS VOLUNTEER CONTRACT

I, _____, understand and agree that my involvement with ISD #4's _____ team/organization in the athletic/co-curricular program is performed with and under the following conditions:

1. I waive payment of any salary or stipend for my services.
2. I waive any eligibility for any benefits for my services.
3. I will familiarize myself with and adhere to all athletic/co-curricular policies and procedures established by ISD #4.
4. I will attend any in-service meetings designated to enhance student relationship skills as deemed necessary by the administration and/or Athletic Director/co-curricular advisor of the ISD #4.
5. In the performance of my duties as a volunteer, I shall not intentionally or wantonly cause any injury or damage to person or property of ISD #4 or of any participant, coaching staff, advisor or spectators involved in such co-curricular event.
6. My services as a volunteer shall be performed on the condition that I am covered by and included as an insured under all applicable liability insurance policies of the ISD #4.

Signature of Volunteer

Athletic Director/Co-Curricular Advisor

Superintendent