

District Policy & Regulations

BOARD OF EDUCATION COLUMBUS SCHOOL DISTRICT

RELATIONS
9155/PAGE 1 OF 2

VOLUNTEERS

The Board of Education recognizes that certain programs and activities can be enhanced through the use of volunteers who have particular knowledge or skills that will be helpful to members of the staff responsible for the conduct of those programs and activities.

The Administration shall be responsible for recruiting community volunteers, reviewing their capabilities, and making appropriate placements. They shall not be obligated to make use of volunteers whose abilities are not in accord with District needs.

The Administration is to inform each volunteer that they:

- A. shall agree to abide by all Board policies and District policies and guidelines while on duty as a volunteer.
- B. will be covered under the District's liability policy but the District cannot provide any type of health insurance to cover illness or accident incurred while serving as a volunteer, nor is the person eligible for workers compensation;
- C. upon acceptance as a volunteer, will agree to verification that a satisfactory background check has been conducted through appropriate State agencies.
- E. are appreciated for their time and efforts.

Preparation of Volunteers

In-service and orientation activities shall be planned for volunteers, if necessary, so that they may become knowledgeable of applicable laws, policies and procedures, and skilled in performing their assigned tasks.

Utilization of Volunteer Coaching Assistants

- A. Utilization of volunteer assistant coaches may be permitted in all sports operated with District approval. Utilization of any volunteer coach shall be pursuant to rules and procedures as follows:
 - 1. Volunteer coaches shall be utilized only to supplement existing, paid coaching positions as shall be established and approved by the Board.
 - 2. No volunteer coach may serve as the head coach of any sport nor as the sole coach for any team.
 - 3. The utilization of any volunteer coach shall be on the basis of the recommendation of the head coach for that sport and with the approval of the athletic director.

District Policy & Regulations

BOARD OF EDUCATION COLUMBUS SCHOOL DISTRICT

The recommendation of the head coach and the athletic director shall be considered by the Superintendent who shall have discretion in granting approval for the utilization of any volunteer coach. In no case shall approval be granted until the following conditions are met:

- a) An application is completed and filed with the Superintendent. The application shall include a resume' of athletic coaching experience.
- b) An approval for utilization of a non-teacher coach has been granted by the W.I.A.A. and is on file in the school office.

- B. Approvals for volunteer coaches shall be limited to one coaching season. Approval for the second and subsequent year shall require a letter of intent on the part of the volunteer coach and shall be on the basis of the recommendation of the head coach in the sport and the Athletic Director.

Approved: 08/27/98

Revised: 07/08/99, 07/11/05, 01/29/09