

**APPOINTMENT OF PERSONNEL TO COMPENSATED
CO-CURRICULAR AND EXTRA-CURRICULAR ACTIVITIES**

In addition to the conditions specified in Policy 7.08 and the terms of the current negotiated agreement, as openings occur they shall be posted in appropriate locations in the District and, if necessary, the community prior to the application deadline.

The following guidelines shall apply:

- A. Applications for co-curricular and non-athletic, extra curricular activities are to be made in writing to the principal.
- B. Applications for athletic activities are to be made in writing to the Athletic Director.

With the assistance of the appropriate building administrator(s), the Superintendent shall recommend all appointments to the Board annually.

- C. Professional staff members seeking outside coaching employment must have approval of the Superintendent or the Board of Education.

Prior to the employment of any individual, whether licensed/certificated or non-licensed/non-certificated, the Superintendent shall also verify that each person to be recommended as the advisor or coach of a student activity involving athletics, routine/regular physical activity, or health or safety considerations (i.e. an activity the nature of which the activity creates a likelihood that students could injure themselves) has:

- A. met the requirements of State regulation 3301-20-01, which sets forth the rules for consideration of the employment of individuals with certain criminal convictions;
- B. demonstrated that s/he is competent to direct, supervise, or coach a student activity, which shall be determined by:
 - 1. evidence of successful experience that the individual has demonstrated the ability to work effectively with students;
 - 2. evidence of substantive knowledge of the student activity;
 - 3. knowledge of applicable District Rules and regulations;
- C. obtained a student-activity permit issued by the State Board of Education;
- D. provided evidence (i.e., valid documentation) of successful completion of an approved training course in cardio-pulmonary resuscitation and one (1) of the following as required by State regulation 3301-27-01 and approved by the Ohio Department of Education: To receive a first time permit each individual must successfully complete a training program that focuses on brain trauma and injury

management. To renew a permit, individuals must present evidence that they have successfully completed a training program in recognizing the symptoms of concussions and head injuries within the previous three years.

1. a nationally recognized first-aid training program (as designated on the approved list provided by the Ohio Department of Education);
 2. a four (4) hour first-aid training course; or
 3. a college or university course on the health and safety or participants in a student activity program.
- E. completed the DMA form as required by R.C. 2909.34, with no positive indications that material assistance has been provided to a terrorist organization;
- F. passed a background check performed by the Bureau of Criminal Identification and investigation.

The building administrator responsible for the supervision of the staff member's regular assignment shall notify the Superintendent if this extra assignment may, in any way, affect the quality of his/her regular assignments.

Those assigned positions during the previous year shall have priority for assignment as long as:

- A. the extra assignment did not lower the quality of effort in fulfilling their regular responsibilities;
- B. their evaluations reflect adequate or better performance of regularly-assigned responsibilities;
- C. their extra-curricular evaluation reflects adequate performance as defined by their supervisor;
- D. Also, refer to the applicable negotiated agreement.

R.C. 2909.34, 3319.39, 3313.539

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