

POLICY ————— PEQUANNOCK TOWNSHIP

BOARD OF EDUCATION

COMMUNITY

9181 / PAGE 1 OF 2

Volunteer Athletic Paraprofessional Coaches and
Extra-Curricular Activity Advisors/Assistants

9181 –VOLUNTEER ATHLETIC PARAPROFESSIONAL COACHES AND EXTRA-CURRICULAR ACTIVITY ADVISORS/ASSISTANTS

The Board of Education recognizes the services of volunteer paraprofessional coaches and extra-curricular activity advisors/assistants bring unique skills to the district, enrich the athletic and extra-curricular program, assist district coaching and extra-curricular staff members in the performance of their duties, and enhance the relationship between the school district and the community. Therefore, the Board authorizes a program for the utilization of volunteer athletic paraprofessional coaches and extra-curricular activity advisors/assistants in the district.

For the purposes of this Policy, "volunteer athletic paraprofessional coach and extra-curricular activity advisor/assistant" is a person who is not paid by the Board of Education, not required to hold a certificate, assists under the direct supervision of an appropriately certified or licensed school district employee, and provides assistance for the school activity in accordance with N.J.A.C. 6A:32-4.7.

The Principal or designee will be responsible for the recruitment and screening of volunteer athletic paraprofessional coaches and extra-curricular activity advisors/assistants and their assignment. The district is not obligated to utilize the proffered services of a volunteer whose abilities or interests do not serve the needs of the school district as determined by the Superintendent.

These volunteers must be persons of known character, responsibility, and integrity and must be recommended by the Superintendent and approved by the Board of Education prior to assuming any responsibilities.

The Principal or designee will prepare and promulgate rules of conduct for volunteer paraprofessional athletic coaches and volunteer extra-curricular activity advisors/assistants. Each volunteer athletic paraprofessional coach and extra-curricular activity advisor/assistant will be given a copy of this Policy.

The following guidelines shall govern the service of a volunteer athletic paraprofessional coach, and extra-curricular activity advisor/assistant:

1. Volunteer athletic paraprofessional coaches and extra-curricular activity advisors/assistants may serve only under the direction and immediate supervision of a head and/or assistant coach or activity advisor or assistant employed by the Board;
2. Volunteer athletic paraprofessional coaches and extra-curricular activity advisors/assistants must clearly understand their duties and responsibilities and perform no services outside those duties;

POLICY ————— PEQUANNOCK TOWNSHIP

BOARD OF EDUCATION

9181 / PAGE 2 OF 2

Volunteer Athletic Paraprofessional Coaches and Extra-Curricular Activity Advisors/Assistants

3. Volunteer athletic paraprofessional coaches and extra-curricular activity advisors/assistants serve only in a support capacity and only head or assistant coaches or activity advisors or assistants employed by the Board are responsible for the supervision and instruction provided to pupils participating in athletic programs or extra-curricular activities;
4. Volunteer athletic paraprofessional coaches and extra-curricular activity advisors/assistants shall respect the individuality, dignity and worth of each pupil;
5. Volunteer athletic paraprofessional coaches and extra-curricular activity advisors/assistants are not permitted access to pupil records;
6. Volunteer athletic paraprofessional coaches and extra-curricular activity advisors/assistants must exercise discretion in disclosing any confidential pupil matters the coach or activity advisor or assistant employed by the Board becomes aware of as a result of their volunteer responsibilities;
7. Volunteer athletic paraprofessional coaches must consult with the Athletic Director regarding any matters or questions regarding their duties and responsibilities;
8. Volunteer extra-curricular activity advisors/assistants must consult with the Building Principal regarding any matters or questions regarding their duties and responsibilities;
9. Volunteers athletic paraprofessional coaches and extra-curricular activity advisors/assistants shall receive no financial remuneration from the Board; and
10. Volunteer athletic paraprofessional coaches and volunteer extra-curricular activity advisors/assistants may be immediately relieved of their volunteer responsibilities, with or without cause, by the Superintendent with such action to be recommended to the Board by the Superintendent at the next Board meeting following relief of duties.

All school volunteer athletic paraprofessional coaches and extra-curricular activity advisors/assistants must:

- submit evidence of relevant experience to the principal or designee;
- obtain a criminal history record check to be reimbursed by the Board;
- provide documentation that a Mantoux test has been administered;
- sign a waiver for workers' compensation; and
- receive Board approval.

N.J.S.A. 18A:6-7.1; 18A:6-7.2

Adopted: 19 March 2012