

EXTRACURRICULAR ASSIGNMENTS

Definition :

Extracurricular assignments shall mean, but not be limited to, any activities or duties that occur at times other than regularly scheduled working hours, which include the instruction, coaching, chaperoning, escorting, providing support services or caring for the needs of students, and which occur on a regularly scheduled basis.

General Provisions:

On a yearly basis the Superintendent, or his/her designee, and the individual school principals, shall meet and confer regarding the number of extracurricular assignments that shall be approved for the ensuing year.

Subject to Board approval, the assignment of teachers and service personnel to extracurricular assignments shall be made only by mutual agreement of the employee and the Superintendent, or his/her designated representative, the Principal.

Subject to Board approval, the employee and the Superintendent, or his/her designated representative, the Principal, shall mutually agree upon the maximum number of hours or extracurricular assignment.

The terms and conditions of the agreement between the employee and the Board shall be in writing on the standard form and be signed by both parties.

An employee's contract of employment shall be separate from the Extracurricular Assignment Agreement and shall not be conditioned upon the employee's acceptance or continuance of any extracurricular assignment.

It shall be the responsibility of the school Principal to administer the extracurricular program of the school and to negotiate Extracurricular Assignment Agreements as the Superintendent's designated representative. If an adequate number of coaches, sponsors or chaperones cannot be found for an extracurricular activity, the activity shall be canceled.

Compensation :

The Board will compensate teachers and service personnel at the rates set by the Board for extracurricular assignments as established by the Board.

The terms and conditions of the agreement shall be in writing and signed by both parties.

Nothing in this policy is to be constructed to prevent an employee from volunteering his/her time for extracurricular activities without compensation.

SOURCE: Board of Education Minutes

DATE: January 4, 1988 - July 6, 1998 - June 18, 2001

LEGAL REFERENCES: West Virginia Code §18A-4-16

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