

**EMPLOYMENT OF NON-STAFF
CO-CURRICULAR DIRECTORS/COACHES**

No. 535.2
(A) 6-12-89
(R) 1-14-91
(R) 1-8-96
(R) 9-10-12
(R) 4-13-15

- I. Building principals and program directors shall be responsible for the selection of co-curricular directors and coaches. A written job description for each position will be created and updated, as needed, by the administrator.
- II Posting of vacancies shall be in accord with existing master contracts and then to the general public. Applicants will be interviewed and the most qualified individual shall be recommended to the school board.
- III All applicants will be required to obtain a physical examination in accordance with Section 118.25 Wisconsin Statutes showing freedom from Tuberculosis in a communicable form as a condition of employment. The cost of the Physical examination/TB test will be paid by the district.
- IV All applicants prior to being recommended for employment or transfer shall take and pass a drug test at a clinic of the Board of Education's choice. The cost of the drug test will be paid by the district.
- V. An annual written performance evaluation will be conducted on each individual holding such a position. The evaluation will be completed by the end of the semester during which the activity concludes.
- VI All non-staff athletic coaches are required to meet minimum training standards as defined by the Wisconsin Interscholastic Athletic Association.

Legal Reference: s.111.31 Wisconsin Statutes