

# *Office of Athletics and Co-Curricular Activities*

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## **MEMORANDUM**

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TO: Personnel / Athletic and Co-Curricular Activities Committee

FROM: John N. Werner  
Supervisor of District-Wide Athletics and Co-Curricular Activities

RE: Summary of non-athletic supplemental positions

DATE: December 14, 2006

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Some thoughts concerning the wide variety and large number of non-athletic supplemental contracts supported by the principals of our schools include:

- There is a distinction between co-curricular and instructional positions.
- The WCSD Athletic/Co-Curricular Employees' Handbook states that "...Volunteer staff is not to be left alone with students/athletes." However, this is not a WCSD Board Policy statement.
- Of the co-curricular positions the following are related to safety:
  - bus ramp
  - crossing guard
- Of the instructional positions the following are necessary parts of the curriculum in each school:
  - band director
  - choir
  - department head/team leader
  - detention
  - Math/School improvement
  - Nova Net coordinator
  - newspapers
  - student council/government
  - tutoring supervisor
  - yearbook advisor, sales, typist and business board
- The following positions provide compensation for significant after school curricular responsibilities including concerts and PMEA activities.
  - Band Director
  - Choir
- The following positions prepare facilities and distribute hardware.
  - Audio Visual
  - Auditorium Stage Crew

- The class advisor positions have varying responsibilities depending upon the grade level and school. In some cases, there may well be more responsibilities that one person can assume.
- The following are "county wide" positions.  
All-County Musical  
Curriculum Coordinator
- The following positions could have number quotas assigned to them. They could perhaps be included In Board Policy 10465.  
Marching Band and assistants  
Production-Drama/Musical  
Stage Band
- In-School and Out-of-School clubs could be categorized as:
 

<u>Academic</u>	<u>Service</u>	<u>Activity</u>
Academic Bowl	Varsity	Trap
NHS	SADD	Bowling
French	WACOPSE	Ski
JETS	.....	Crossroads
- Many of the In-School and Out-of-School clubs could have number quotas assigned to them. Perhaps those classified as "Activity" could be so limited.

JNW/wn