

## **Coaching Contracts**

## **GDBB-R**

When a coaching position is created or when a vacancy occurs, the principal, with input from the head coach and athletic director, will:

1. Advertise the opening through the central office HR department,
2. Screen and interview applicants, and
3. Submit a written recommendation to the superintendent.

The superintendent will add the recommendation to that month's school board agenda for hiring. All coaches must obtain appropriate certification.

The number of board approved high school coaching positions is:

Volleyball	1 Head Coach	1 Assistant Coach
Football	1 Head Coach	1 Assistant Coaches
Golf	1 Head Coach	1 Assistant Coach, if needed
Boys Basketball	1 Head Coach	1 Assistant Coach
Girls Basketball	1 Head Coach	1 Assistant Coach
Wrestling	1 Head Coach	1 Assistant Coach
Boys & Girls Track	1 Head Coach	2 Assistant Coaches
Cross Country	1 Head Coach	1 Assistant Coach

At the beginning of the sports season or earlier, the head coach will determine the number of participants. The athletic director will verify that number to determine if an additional assistant is needed.

A ratio of 15 athletes per coach (15:1) will be used as a guideline to add an additional coach. The ratio will be applied so that when an additional coach is hired, the number of additional players has approached a number equal to one-half of the player ratio (15). For example: in basketball with an 15:1 player to coach ratio a third coach may be hired when there is half of the player ratio or 8 additional athletes over 30 or a total of 38 players. A ratio of ten athletes per coach (10:1) will be used to hire an additional coach for football or wrestling and will follow the same example as listed for basketball when hiring a third coach.

If additional assistant coaches are going to be requested beyond the board approved positions, the principal should notify the superintendent immediately. With the superintendent's approval, the principal can initiate the hiring process. The needs of the programs will be evaluated annually. It should not be assumed non-approved board positions will continue into the following school year(s).

The minimum number of student athletes/participants will vary from sport to sport. If a program does not meet the minimum requirements - as defined by WHSAA - to field a regulation team, the principal will recommend to the superintendent, with input from the head coach and athletic director, that the program not be offered due to lack of participants.

### **Volunteer Coaches:**

The head coach must request, in writing, the assistance of a volunteer coach. The letter must be addressed to the building principal and arrive no later than the end of the first week of the sport's season:

1. Provide the name of the volunteer.
2. State the reasons for the need.
3. Ensure volunteer has been fingerprinted and meets all other district requirements to be a volunteer.

The athletic director will meet with the principal to review and approve or disapprove the request. Upon approval the volunteer will be instructed to complete the Volunteer Registration Form. The athletic director will submit a written recommendation to the superintendent for his approval. If approved by the superintendent, it will be placed on the next month's board meeting agenda.

In order to promote opportunities for CCSD#1 support staff employees to coach multiple sports/activities, the district has aligned its practices with the Fair Labor Standards Act, 29 U.S.C. 201 et seq., which recognizes the generosity and public benefits of volunteering, and does not seek to pose unnecessary obstacles to bona fide volunteer efforts for charitable and public purposes such as public school districts.

As such, CCSD#1 support staff may serve as volunteer coaches under the following conditions, outlined in the U.S. Department of Labor guidance document FLSA2005-51. Pursuant to CFR Title 29 553.30:

1. The support staff member recognizes that coaching employment is deemed occasional or sporadic, i.e. infrequent, irregular, or occurring in scattered instances.
2. Support staff employees who wish to serve as volunteer coaches enter into such activity freely and solely at their own option.
3. The work is viewed as employment in a different capacity, and the total hours worked will not be combined for purposes of determining any overtime compensation due on the regular, primary job.
4. As volunteers, volunteer coaches are eligible to receive paid expenses, reasonable benefits, a nominal fee, or any combination thereof at the sole discretion of the district, none of which shall be tied to team performance or the number of hours the coach spends in team-related activities as described in FLSA2005-51.

It is the continuing and now declared board policy of Crook County School District #1 that every coach shall be "at will" employees. The Supreme Court for the State of Wyoming has defined the term "at will employee" to mean that any such employee may be discharged at any time without any cause at all and this applies whether or not said employees are paid by the hour, by the month, or on a prorated annual amount.

Effective: July 1, 2019