

Book	Policy Manual
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Title	Updated Copy of EMPLOYMENT OF PERSONNEL FOR EXTRACURRICULAR ACTIVITIES
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3120.08 - **EMPLOYMENT OF PERSONNEL FOR EXTRACURRICULAR ACTIVITIES**

The School Board may find it necessary to employ members of the professional staff as coaches or activity sponsors.

The Board authorizes the Superintendent to recommend candidates for employment by the Board.

The Board requires that:

A. Prior to coaching football to students who are less than twenty (20) years of age, all head and assistant football coaches shall complete a certified coaching education course approved by the Indiana Department of Education (IDOE) not less than once during a two (2) year period that:

1. is sport-specific;
2. contains player safety content, including content on:
 - a. concussion awareness;
 - b. equipment fitting;
 - c. heat emergency preparedness; and
 - d. proper technique;
3. requires a coach to complete a test demonstrating comprehension of the content of the course; and
4. awards a certificate of completion to a coach who successfully completes the course.

If the coach receives notice from the School Corporation that new information has been added to the course before the end of the two (2) year period, the coach shall complete instruction and successfully complete a test concerning the new information.

B. Prior to coaching students in grades 5-12, all head and assistant coaches of interscholastic sports other than football, including cheerleading, shall complete a certified coaching education course approved by the ~~(IDOE)~~ IDOE at least once during a two (2) year period that:

1. contains player safety content on concussion awareness;
2. includes content for prevention of or response to heat-related medical issues that may arise from a student athlete's training;
3. requires a coach to complete a test demonstrating comprehension of the content of the course; and
4. awards a certificate of completion to a coach who successfully completes the course.

If the coach receives notice from the Corporation that new information has been added to the course before the end of the two (2) year period, the coach shall complete instruction and successfully complete a test concerning the new information.

- C. A head or assistant coach of an intramural sport other than football who is coaching students in grades 5-12 may elect to complete the above-referenced certified coaching education course. If compliance with I.C. 20-34-7 is required by the coaching certification requirements for the intramural sport that the head or assistant coach is coaching, the coach shall complete the above-referenced certified coaching education course.
- D. A head coach or assistant coach of an athletic activity, marching band leader, drama or musical leader, or sponsor of an extracurricular activity in which students have an increased risk of sudden cardiac arrest as determined by the IDOE shall complete the sudden cardiac training course offered by a provider approved by the IDOE. The sudden cardiac arrest training course shall include training in the use of an automated external defibrillator (AED). The coach, marching band leader or extracurricular activity sponsor shall complete this required sudden cardiac arrest training prior to coaching or leading the activity.

The Corporation shall receive a certificate of completion from the provider for each coach, marching band leader, drama or musical leader, or extracurricular activity sponsor successfully completing the required sudden cardiac arrest training. The Corporation shall maintain all certificates of completion awarded for each individual who completes the sudden cardiac arrest training. A head coach or assistant coach of an athletic activity, marching band leader, drama or musical leader or sponsor of an extracurricular activity in which students have an increased risk of sudden cardiac arrest who provides coaching or leadership services in good faith is not personally liable for damages in a civil action as a result of sudden cardiac arrest incurred by a student participating in an event in which students have an increased risk of sudden cardiac arrest except for an act or omission by the individual coach, leader or sponsor that constitutes gross negligence or willful and wanton misconduct.

- E. All coaches of any Indiana High School Athletic Association (IHSAA) sponsored athletic activity must complete one (1) or more certified coaching course(s) approved by the IDOE at least once during a two (2) year period that includes the following:
 - 1. concussions in sports;
 - 2. heat illness prevention; and
 - 3. sudden cardiac arrest.

Additional requirements for coaches of IHSAA athletic teams:

Any paid or volunteer coach of a program must be rostered with the IHSAA and accredited prior to having any athletic contact with a student (physical athletic activities or conditioning). In addition to courses already required by Indiana law on concussions, heat illness and prevention, and sudden cardiac arrest, coaches will have to complete offerings on protecting students from abuse as well as student mental health and suicide prevention or the equivalent of those courses already offered by the Indiana Department of Education. To remain accredited, an individual must retake each of the five (5) courses every two (2) years.

The Superintendent shall require that each person employed as a coach or athletic activity sponsor is qualified, has cleared a background check required by State law and Policy 3121 - Personal Background Checks, References and Mandatory Reporting or Policy 8120 - Volunteers, and has received the training required by State law and this policy. Additionally, before the Corporation hires or allows an individual to coach an ~~Indiana High School Athletic Association (IHSAA)~~ IHSAA-recognized sport, the Corporation shall take the following steps:

- A. ask the individual:
 - 1. whether the individual is or has been accredited by the IHSAA; and
 - 2. if the individual is or has been accredited by the IHSAA, whether the individual's accreditation has ever been suspended or revoked;
- B. request references from the individual;
- C. contact the references that the individual provides to the Corporation; and
- D. contact the IHSAA to determine whether the individual's accreditation has ever been suspended or revoked.

The Corporation shall make a report to the Department of Child Services if a professional staff member who is a coach has engaged in suspected child abuse or neglect.

The Corporation shall report to the IHSAA when a professional staff member who is a coach accredited by the IHSAA: ~~has been convicted of an offense described in I.C. 20-28-5-8(c) or I.C. 20-26-5-11.2(b) or of a known comparable offense in another state.~~

A. has been convicted of an offense described in I.C. 20-28-5-8(c) or of a known comparable offense in another state.

B. has committed misconduct described in I.C. 20-28-5-7(1) or I.C. 20-28-5-7(2).

The Corporation shall report to local law enforcement suspected misconduct by a professional staff member who is a coach that may constitute a crime.

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I.C. 20-26-5-11.2(b)

I.C. 20-26-14-9

I.C. 20-28-5-8(c)

I.C. 20-34-7

I.C. 20-34-8