

Guidelines for Extra-Curricular Programs

1. **Participation:** School District 3 has established a minimum participation that is consistent with our conference philosophy, allows our athletic teams to keep competitive and gives every student-athlete an opportunity to be an important part to each team. This recommendation would hold true regardless of the activity fee amount.
 - a. Each team member must play a minimum of 25% of the athletic contest where there is a time/period/inning element to the activity.

2. **Volunteer Coaches:** We are seeking volunteer coach/sponsors for all extra-curricular positions except those that require a staff member to facilitate the activity (Athletic Director, 8th Sponsors, Beta Club, Band Director, Jazz Band, Chorus, Yearbook, Art Club, Government Trip)
 - a. **Application Process:** any community member interested in applying as a volunteer coach must turn in a completed “District 3 Volunteer Coaching Application” to the district office by August 6, 2004. (see attached application.

 - b. **Orientation Meeting:** All coaching applicants need to attend an informational/orientation meeting in the middle school library on Monday, August 9th at 7 p.m. in the MS library. This meeting will cover all information necessary to inform potential volunteers of their responsibilities as a District 3 volunteer.

 - c. All volunteer coaches will require a criminal background check in order to be approved by the board of education to work with our students.

3. **Scorebook and Time Keepers:** We will also need individuals to run the clock and keep the scorebook for volleyball and basketball as well as help during our scholastic bowl meets with the buzzer system. Our “Save S.A.M.” group has agreed to coordinate all of these volunteer positions. We will be glad to forward your interest in helping out to this group. Please email Tim Mahaffy at mahaffyt@dist3.org if you are interested in helping out during one or more of our activity seasons with the scorebook or timer.