



EDUCATION . . .  
*Road To Success*

**HANCOCK PLACE  
SCHOOL DISTRICT**

**SECTION: 400    Extra-Duty Assignments**  
**TITLE: 026      Elementary Cheerleading**

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<b>TITLE:</b>	Elementary Cheerleading
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"><li>* Valid teaching certificate in the State of Missouri</li><li>* Highly organized, effective written and verbal communication skills, able to meet critical deadlines</li></ul>
<b>REPORTS TO / EVALUATED BY:</b>	Building Principal, Assistant Superintendent, and/or Superintendent
<b>TERM OF POSITION:</b>	The first day through the last day of the annual school year as set forth in the district's approved School Calendar.
<b>SALARY:</b>	Extra-duty stipend as set by the district's approved Extra-Duty Salary Schedule
<b>JOB GOAL:</b>	To provide an atmosphere whereby each student can develop, build, and maintain a competitive program that will foster both physical and mental skills, a sense of personal worth and competence, knowledge and understanding of the activity, and the principles of fair play and good sportsmanship.
<b>RESPONSIBILITIES:</b>	<ul style="list-style-type: none"><li>* Have knowledge in and follow the guidelines, rules, regulations, policies, and procedures of the Hancock Place School District for participation in elementary school activities.</li><li>* Advertise and recruit students to participate in the activity.</li><li>* Exercise proper care and handling of district equipment.</li><li>* Provide for the safety of facilities and the safety of the students while conducting all meetings, practice sessions, and performances.</li><li>* Organize, sponsor, supervise, and conduct a minimum of one meeting/practice session per week during the duration of the activity, unless excused by a building administrator.</li><li>* Organize, sponsor, supervise, and conduct a minimum of three performances during the duration of the activity, unless excused by a building administrator.</li><li>* Ensure that the conduct and behavior of the Sponsor and students reflect the high ideals of competition, fair play, and good sportsmanship.</li><li>* Organize, supervise, and conduct fund-raising activities as required to support the activity, and maintain accurate financial records of same.</li><li>* Assist the building administrator in ordering all uniforms and equipment necessary to support the activity.</li><li>* Provide a yearly inventory of supplies and equipment to a building administrator.</li><li>* Inform and make recommendations concerning the activity to a building administrator.</li><li>* Complete all necessary paperwork in a timely manner as requested by the building administrator or the district's Board of Education.</li><li>* Perform all other duties as dictated by law and/or assigned by the Building Principal, Assistant Superintendent, or Superintendent.</li></ul>

Hancock Place School District  
Date Approved: December 14, 2005