

**CLARKSVILLE COMMUNITY SCHOOLS
STATEMENT OF BENEFITS AND COMPENSATION FOR
ASSISTANT TO THE ATHLETIC DIRECTOR
July 1, 2025 to June 30, 2026**

5.000 COMPENSATION

5.050 Hours, Work Day and Work Week

- A. The regular workday for the Assistant to the Athletic Director is 8 hours. Workday hours are inclusive of lunch, unless otherwise noted. Daily starting and ending times may vary according to assignment. The workweek shall begin with Sunday and end with Saturday of the same week.
- B. The Assistant to the Athletic Director works 194 days.

Begin/end dates for 2025-2026 school year are noted below:

	Start Date	End Date
Asst. to Athletic Director	July 25, 2025	*June 1, 2026

*end dates may change pending snow-make up days

- C. The Assistant to the Athletic Director will receive pay in 26 biweekly pays per year.
- D. A supervisor must approve pay beyond the normal eight (8) hour workday. If such compensation is to be considered (overtime), this compensation cannot include pay inclusive of lunch.
- E. The Assistant to the Athletic Director will receive nine (9) sick days and three (3) personal days. Unused personal days are added to sick days at the end of each school year. Personal leave days may not be used to extend a break or school holiday without prior approval from Supervisor. In the event the employee does not receive prior approval, he/she will be charged 2 days per each day taken.
- F. Bereavement days may not be used in lieu of personal days.

Each full-time employee shall be entitled to bereavement leave with full salary and benefits up to ten (10) school days, for a death of a spouse or a child, five (5) school days due to a death in the immediate family. Up to a maximum of two (2) of the five (5) days may be reserved for bereavement-related matters to be taken, if needed, within thirty (30) calendar days of the date of death.

Immediate family is defined as:

Spouse, child, stepchild, parent, sibling, grandparent, great grandparents, grandchild and similar relationships by marriage or step, significant other, life partner and others living in the household and other family members who is/are dependent on the employee. If an employee or employee's partner has a miscarriage than the unborn child will be deemed an immediate family member of the employee and the employee may use bereavement leave under this provision.

In the event of the death of an aunt, uncle, nephew, niece or in similar relationships, bereavement leave with full salary and benefits for up to three (3) days shall be granted. In the event of the death of a cousin bereavement leave with full pay and benefits of one (1) day shall be granted.

5.100 Salary/Wage Schedule

A. Wage Scale for the Assistant to the Athletic Director

Hourly Rate	\$27.50 per hour
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5.420 403B and 457

- A. The Assistant to the Athletic Director is eligible to contribute in the corporation 403B and 457 Plans.

Approved by the Board of School Trustees on December 9, 2025
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