24-25 Celina Islander Club Advisor Agreement

The following agreement lists the responsibilities and compensation of the Celina Islander Club Advisor.

Responsibilities

The 2024-25 school year will function with Islander Club as a club at CelinaHigh School with the advisor completing the following responsibilities:

- The advisor is responsible for providing a supply list to the Curriculum Director, who will purchase supplies. The advisor should keep a log of purchases and budget their expenses. Supply purchases are for Islander Club use only.
- The advisor must complete necessary training (i.e. Pupil Activity) as directed by the Curriculum Director to manage emergency situations. The advisor must pay for all this training.
- The advisor shall select an Islander Club officer team, invite Celina High School students to participate in the Club, and seek out community volunteers. The officer team selection process must include an application process that includes teacher recommendations. Selection of officer team members is made at the discretion of the advisor.
- The advisor must design yearly goals and work to reach them.
- The advisor is expected to communicate clearly with everyone, including students, parents, and school leaders.
- At Islander Club events, meetings, etc., the advisor must supervise all Club members. The advisor is not responsible for transporting students to events, however he/she must arrange transportation.
- The advisor must hold regular monthly meetings to maintain and promote consistency and coherence with the club.
- The advisor must keep a log of hours spent planning/working/leading the Islander Club.
- The advisor may work with the building principal to manage day to day operations and complete necessary paperwork.
- The advisor reports directly to the Curriculum Director. All logs and goals are expected to be shared with the Curriculum Director.

Compensation

The advisor will be compensated for his/her efforts with the program. For the 24-25 school year, the advisor will receive $1,878.00 which will be paid, in June 2025, as a stipend out of the Title 3 Federal grant fund.

Signing below shows agreement to the Responsibilities and Compensation for the Islander Club Advisor position.

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Olivia Graber - Advisor Date

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Renee Kramer - CHS Principal Date

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Vaughn Ray - Curriculum Director Date

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Brooke Gessler - Superintendent Date