

July 7, 2012

### **Philosophy**

It is the philosophy of the Cochrane-Fountain City Co-curricular Activities to provide a learning experience of the activity that will enhance the classroom teaching of the district. Coaches are to be teachers of the activity rather than participant selectors of the activity.

### **Participation Time**

Participation time will vary depending on the Co-curricular Activity. Advisors and coaches are to use the following guidelines relevant participation. Athletic participation playing time rationale will be presented to the administration upon request from the administration.

Varsity: Participation is based on, but not limited to, years of participation in the activity, coachability, attitude, practice habits, practice/game attendance, game knowledge and game skills. While competition is a strong consideration coaches will consider all elements in player participation.

Jayvee, C-Squad or other levels 9-12: Emphasis on skills development and those criteria listed in the Varsity section.

Junior High Sport: The purpose of Junior High Sports is to provide an opportunity to experience and discover if the activity is something students would like to pursue. Emphasis will be on teaching skills and teamwork complexities. All players will participate. The levels of competition may include separate 7<sup>th</sup> grade, 8<sup>th</sup> grade or a combination of both.

## APPENDIX D

### EXTRACURRICULAR POLICIES

#### 1. CO-CURRICULAR ACTIVITY ASSIGNMENTS

Co-curricular assignments will be assigned by Administration. Administration may add or delete co-curricular positions based on need and financial considerations. The following list of co-curricular advisors is not inclusive of all the district needs.

<b>GROUP 1</b> <b>(\$4,500)</b>	<b>GROUP 2</b> <b>(\$3,500)</b>	<b>GROUP 3</b> <b>(\$2,000)</b>
Head Football	Head Cross Country	Asst. Football
Head Volleyball	Head Softball	Asst. Volleyball
Head Boys Basketball	Head Baseball	Asst. Boys Basketball
Head Girls Basketball	Head Boys Golf	Asst. Girls Basketball
Head Wrestling	Head Girls Golf	Asst. Wrestling
Head Boys Track	Band Director	Asst. Boys Track
Head Girls Track	Drama (2 plays)	Asst. Girls Track
	FBLA	Asst. Wrestling
	FFA	Choir
<b>GROUP 4</b> <b>(\$1,800)</b>	<b>GROUP 5</b> <b>(\$1,500)</b>	
Jr. High Cross Country	Class Advisors (9-10)	
Jr. High Football	Jr. High Student Council	
Jr. High Volleyball	National Honor Society	
Jr. High Boys Basketball	Sr. High Student Council	
Jr. High Girls Basketball	Weight Room Supervisor	
Jr. High Wrestling	Varsity Athletic Club	
Jr. High Track	Staff Development Coordinator	
Asst. Softball		
Asst. Baseball		
Class Advisors (11-12)		
Forensics		
Jr High Boys/Girls Golf		
Dance		

**Supervision, as assigned by the Administration, will be paid \$12.25 per hour.**

**Event workers, as assigned by the Administration, will be paid \$10.50 per hour.**

Coaches/Advisors shall have the option to receive mid-season or end of the season payment. The end of the season or activity payment will be issued upon completion of all paperwork and Athletic Director approval.

Drama will be paid at the end of each performance and Forensics will be paid at the end of competition. All other advisors will be paid on the regular payroll schedule.



Cochrane-Fountain City School  
School year 2016-2017

September 27, 2017

<b>Cross Country</b>												
Jr. High	2060		0		250		332		80	250	12	<b>2560</b>
High School	3768		349	166	910		485		256	592	13	<b>6270</b>
<b>Football</b>												
Jr. High Football	4120		1415				1100		213	778	14	<b>7414</b>
High School Football	9728	7567	1361		200		2125		105	385	27	<b>21367</b>
<b>Girls Golf</b>	3768				1365				464			<b>5133</b>
<b>Volleyball</b>												
Jr. High	4120		163				410		101	438	21	<b>4721</b>
High School	6997		491		1556		4635		335	1121	22	<b>14799</b>
<b>Drama</b>	4006											<b>4006</b>
<b>FBLA</b>	9777			3906	5285				481	732	75	<b>19700</b>
<b>FFA</b>	11359			808	350				228	500	125	<b>13017</b>
<b>Freshman Class</b>	1717										51	<b>1717</b>
<b>Sophomore Class</b>	1717										54	<b>1717</b>
<b>Junior Class</b>	2060										50	<b>2060</b>
<b>Senior Class</b>	2060										56	<b>2060</b>
<b>Natl. Honor Society</b>	1717				385						14	<b>2102</b>
<b>Student Council</b>												
Jr. High	1717										10	<b>1717</b>
High School	1717										15	<b>1717</b>
<b>Totals</b>	<b>188399</b>	<b>24414</b>	<b>16788</b>	<b>6956</b>	<b>20601</b>	<b>3925</b>	<b>33752</b>	<b>8007</b>	<b>5583</b>	<b>11975</b>		<b>312598</b>

Robotics	20	<b>TBD</b>
Trap	30	<b>TBD</b>
Math	48	<b>TBD</b>

## JOB DESCRIPTION

TITLE: HEAD COACH, ACTIVITY SUPERVISORS, ASSISTANT COACHES, JUNIOR HIGH COACHES

### MINIMUM QUALIFICATIONS:

1. Must maintain proper license and certification as required by state law.
2. Must meet any additional qualification as determined by the Administration.
3. Experience as a coach in the activity being supervised and/or a certified teacher.

REPORT TO: Activity Director or High School Principal.

JOB GOAL: To provide student athletes/participants a learning experience and an appreciation of the activity through participation, skill development, sportsmanship, self discipline, team work, and self-esteem building.

### PERFORMANCE RESPONSIBILITIES:

1. Teach the activity in conformity with administrative directives, the Dairyland Conference and WIAA rules and video requirements.
2. Organize safe and effective practice sessions through acceptable coaching techniques, ability/skill development to ensure participation of all participants.
3. Be in charge of the activity program functions including but not limited to personnel, practices plans, games plans, travel and scheduling input where needed.
4. Develop and delegate specific job tasks for assistant(s). Assistant and Junior High coaches attend all meetings called by the head coach and works with the head coach as assigned.
5. Athletic coaches develop and adheres to an efficient conditioning and injury prevention and treatment program including participation in the district wide fitness programs as assigned by the administration throughout the calendar year.
6. Attend all meetings as requested by the activity director or administration.
7. Models good sportsmanship and enforces sportsmanlike behavior among the participants at all times.
8. Instills a positive attitude towards self, team, and specific activity on the part of individual players through communicating clear expectations to all students.

9. Follows proper procedures in handling discipline problem through consistency and administrative directive.
10. Supervises participants and the facility including cleanliness and order in the coaches' and players locker room or appropriate room. Cooperates with maintenance staff, transportation staff, and others who are involved in supporting the program.
11. Be responsible for issue, care, and collection of uniforms and equipment. Drafts and submits a budget for the specific activity needs for the coming year.
12. Attends conference meetings, clinics, workshops, and professional organizations as related to coaching and an effort to improve coaching strategies and techniques.
13. Promote appropriate fund-raising to be administratively approved.
14. Conduct end of the year awards programs within a reasonable time.
15. Provide direction to all youth programs feeding into the varsity sport or activity.
16. Be responsible for all necessary reports for the specific activity:
  - a. Comprehensive inventory of equipment including uniforms.
  - b. List of eligible participants for awards.
  - c. Daily practice schedules.
  - d. Seasonal report, including wins/losses and significant statistics.
  - e. Injury, using the Athletic Injury Notice Form.
  - f. Rosters updates.
  - g. Code violations to the athletic director.
  - h. Other reports as may be assigned.
  - i. Maintain student emergency forms that are readily available at all times.
  - j. Complete the pre and post season check list (Attached)
17. Performs other duties as assigned.

#### TERMS OF EMPLOYMENT:

Terms of employment shall be established in accordance with the district handbook and administrative rule.

#### EVALUATION:

Performance shall be evaluated in accordance with established administrative procedures.

Adopted: Administrative Rule 6/6/12

**Cochrane-Fountain City School District  
Evaluation of Co-curricular Activities**

**Name:**

**Date:**

- (1) Performance Below Expectations**
- (2) Performance Meets Expectations**
- (3) Performance Above Expectations**

- \_\_\_1. Teach the activity in conformity with administrative directives, the Dairyland Conference and WIAA rules and video requirements.
- \_\_\_2. Organize safe and effective practice sessions through acceptable coaching techniques, ability/skill development to ensure participation of all participants.
- \_\_\_3. Be in charge of the activity program functions including but not limited to personnel, practices plans, games plans, travel and scheduling input where needed.
- \_\_\_4. Develop and delegate specific job tasks for assistant(s). Assistant and Junior High coaches attend all meetings called by the head coach and works with the head coach as assigned.
- \_\_\_5. Athletic coaches develop and adheres to an efficient conditioning and injury prevention and treatment program including participation in the district wide fitness programs as assigned by the administration throughout the calendar year.
- \_\_\_6. Attend all meetings as requested by the activity director or administration.
- \_\_\_7. Models good sportsmanship and enforces sportsmanlike behavior among the participants at all times.
- \_\_\_8. Instills a positive attitude towards self, team, and specific activity on the part of individual players through communicating clear expectations to all students.
- \_\_\_9. Follows proper procedures in handling discipline problem through consistency and administrative directive.
- \_\_\_10. Supervises participants and the facility including cleanliness and order in the coaches' and players locker room or appropriate room. Cooperates with maintenance staff, transportation staff, and others who are involved in supporting the program.
- \_\_\_11. Be responsible for issue, care, and collection of uniforms and equipment. Drafts and submits a budget for the specific activity needs for the coming year.

- 12. Attends conference meetings, clinics, workshops, and professional organizations as related to coaching and an effort to improve coaching strategies and techniques.
- 13. Promote appropriate fund-raising to be administratively approved.
- 14. Conduct end of the year awards programs within a reasonable time.
- 15. Provide direction to all youth programs feeding into the varsity sport or activity.
- 16. Be responsible for all necessary reports for the specific activity:
  - a. Comprehensive inventory of equipment including uniforms.
  - b. List of eligible participants for awards.
  - c. Daily practice schedules.
  - d. Seasonal report, including wins/losses and significant statistics.
  - e. Injury, using the Athletic Injury Notice Form.
  - f. Rosters updates.
  - g. Code violations to the athletic director.
  - h. Other reports as may be assigned.
  - j. Maintain student emergency forms that are readily available at all times.
  - k. Complete the pre and post season check list (Attached)
- 17. Performs other duties as assigned.

Comments:

Continuation in assignment provided position available:

Yes       Yes with Improvement Plan       Non-Continuation

Evaluator's Signature \_\_\_\_\_ Date \_\_\_\_\_

Coach/Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

Coaches/Advisors Signature does not indicated agreement with the evaluation, but indicates they have received it.

# **Cochrane – Fountain City School District**

## **Job Description**

**Job Title:** Athletic Department Head Coach    **Supervisor:** Principal & Athletic Director

### **Job Summary**

Position is responsible for coaching student athletes in game strategies and techniques to prepare them for athletic competition. Position motivates student athletes to develop an appreciation of the sport. Position centers on creating positive relationships with student athletes as outlined in the University of Missouri Positive Coaching Online Digital Workshop.

*The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual holding this position and additional duties may be assigned.*

### **Essential Duties**

1. Adheres to District Athletic Department Philosophy.
2. Conducts self as a personal example of positive demeanor for the athletes and represents the school in a favorable manner.
3. Holds organizational meetings for team prospects and encourages potential athletes to participate in the sport.
4. Assesses player's skills and assigns team positions.
5. Develops a regular practice schedule and organizes practice time to provide both individual and team development.
6. Works with the athletics director in scheduling facilities for practices and competition.
7. Assigns duties to an assistant coach/coaches as necessary.
8. Coaches and instructs players, individually or in groups, regarding the rules, regulations, equipment, and techniques of the sport.
9. Observes players, during competition and practice to determine the needs for individual or team improvement.
10. Determines game strategy based on the team's capabilities.
11. Establishes and maintains standards of pupil behavior and provides proper supervision of athletes at all times.
12. Monitors the academic performance of team members to ensure that eligibility requirements are met; and encourages student athletes to maintain a high academic standard.
13. Follows established procedures in the event of an athlete's injury.
14. Conferences with parents/guardians, as necessary, regarding the athletic performance of their student.
15. Follows state, conference, and district regulations governing the athletic program.
16. Models sportsman-like behavior and maintains appropriate conduct towards players, officials, and spectators.
17. Acts as a team representative and promotes the sport by communicating with the news media, booster clubs, service clubs, and other organizations.
18. Follows established procedures for the proper care, maintenance, and requisitioning of equipment, supplies, and uniforms.
19. Works with the athletic director to develop a policy for awards and submits a list of award winners at the end of the season.
20. Participates in special activities to include parent's night, banquets, award nights, and pep assemblies.
21. Maintains eligibility forms, emergency data cards, insurance records, equipment inventory, and other related records.
22. Models nondiscriminatory practices in all activities.
23. Develops an effective strength and conditioning program for the team that includes in-season training.
24. Develops daily practice plans that are posted in a visual format for all team sports.
25. Develops a packet with team rules, expectations, and essential procedures.

### **Other Duties**

1. Attends staff development meetings, clinics, and other professional activities to improve coaching performance.
1. Performs any other related duties as assigned by the Principal & Athletic Director or other appropriate administrator.

**Job Specifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities, who are otherwise qualified, to perform the essential functions.

**Minimum Qualifications (Knowledge, Skills and/or Abilities Required)**

Some experience as a head coach or assistant coach at the high school or another level preferred. Must possess effective coaching and teaching techniques and skills. Must possess a thorough knowledge of the rules, regulations, strategies, and techniques of the sport. Must possess the ability to establish and maintain effective working and positive relationships with school administrators, parents, and students. Certified to teach or coach in Wisconsin, or has completed Coaches Not Licensed to Teach Training.

**Working Conditions & Physical Requirements**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Must have the ability to stand for extended periods of time; exhibit manual dexterity to dial a telephone, see and read a computer screen and printed material with or without vision aids; hear and understand speech at normal levels, outdoors and on the telephone; speak in audible tones so that others may understand clearly; physical agility to lift up to 25 pounds to shoulder height and 50 pounds to waist height; and to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.

**Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties are normally performed in a school environment or outdoors. Duties may be performed away from school. The noise level in the work environment is usually moderate to loud.

**Supervision Exercised:** Assistant Coaches at both high school and junior high levels

**Supervision Received:** Principal and Athletic Director

*This job description in no way states or implies that these are the only duties to be performed by this employee. The coach will be required to follow any other instructions and to perform any other related duties as assigned by the principal or athletic director appropriate administrator. Cochrane – Fountain City School District reserves the right to update, revise or change this job description and related duties at any time.*

**Description Applies to the Following Head Coaching Assignments:** Golf, Cross Country, Football, Volleyball, Wrestling, Dance, Basketball, Track and Field, Baseball, Softball

**Approvals:**

\_\_\_\_\_  
Supervisor Date

**I acknowledge that I have received and read this job description.**

\_\_\_\_\_  
Employee Name (Print) Signature Date

# **Cochrane – Fountain City School District**

## **Job Description**

**Job Title:** Athletic Department Assistant Coach      **Supervisor:** Principal & Athletic Director

### **Job Summary**

Position is responsible for assisting the head coach in coaching student athletes in game strategies and techniques to prepare them for athletic competition. Position motivates student athletes to develop an appreciation of the sport. Position centers on creating positive relationships with student athletes as outlined in the University of Missouri Positive Coaching Online Digital Workshop.

*The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed for this position. Additional duties are performed by the individual holding this position and additional duties may be assigned.*

### **Essential Duties and Responsibilities**

*NOTE: Reasonable accommodations will be made, if necessary, to enable individuals with disabilities to perform the essential functions.*

1. Learns and adheres to the coaching philosophy and program of the high school head coach, and the overall philosophy of the District Athletic program.
2. Assists in explaining and distributing literature to all athletes concerning the Athletic Commitment and the protecting of student eligibility.
3. Teaches athletes the fundamental skills, theory, and strategy of the sport.
4. Teaches the athletes the value of good conduct, sportsmanship, and good citizenship.
5. Provides supervision of athletes at all times and applies discipline in a firm productive manner.
6. Teaches and emphasizes safe procedures to the athletes.
7. Assists the high school head coach with out-of-season training as needed.
8. Attends the athletic awards program.
9. Observes players, during competition and practice to determine the needs for individual or team improvement.
10. Maintains a working relationship with the head coach and does not engage in outside conversations regarding the head coach.

### **Equipment and Facilities**

1. Assists in the responsibility for care of equipment and facilities being used.
2. Assists in the issuance, return, and maintenance of equipment.
3. Assists in ensuring that all equipment is cleaned, repaired, and stored properly at the ends of the season.
4. Makes recommendations to the high school head coach concerning needed equipment or repairs to facilities.

### **ADMINISTRATIVE DUTIES**

1. Enforces all building and district regulations and policies.
2. Has knowledge and keeps current on rules and regulations regarding your sport and in accordance with WIAA and Dairyland Conference.
3. Keeps abreast of new knowledge and innovative ideas and techniques by attending clinics, workshops, or other methods.
4. Assists high school head coach in registering and maintaining records on all athletes.
5. Assures possession of a copy of each student's current physical before allowing the student to participate.
6. Assists in providing information on game times, bus schedules, and practice times to parents and athletes.
7. Conducts self as a personal example of positive demeanor for the athletes and represents the school in a favorable manner.
8. Works cooperatively with the high school head coach on all endeavors related to assigned sport.

**Job Specifications**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodation may be made to enable individuals with disabilities, who are otherwise qualified, to perform the essential functions.

**Minimum Qualifications (Knowledge, Skills and/or Abilities Required)**

Some experience coaching at the high school or another level preferred. Must possess effective coaching and teaching techniques and skills. Must possess a thorough knowledge of the rules, regulations, strategies, and techniques of the sport. Must possess the ability to establish and maintain effective working and positive relationships with school administrators, parents, and students. Certified to teach or coach in Wisconsin, or has completed Coaches Not Licensed to Teach Training.

**Working Conditions & Physical Requirements**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform essential functions.

Must have the ability to stand for extended periods of time; exhibit manual dexterity to dial a telephone, see and read a computer screen and printed material with or without vision aids; hear and understand speech at normal levels, outdoors and on the telephone; speak in audible tones so that others may understand clearly; physical agility to lift up to 25 pounds to shoulder height and 50 pounds to waist height; and to bend, to stoop, to sit on the floor, to climb stairs, to walk and to reach overhead.

**Work Environment**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Duties are normally performed in a school environment or outdoors. Duties may be performed away from school. The noise level in the work environment is usually moderate to loud.

**Supervision Exercised:** Supervisory duties as assigned by head coach

**Supervision Received:** Head Coach, Principal, Athletic Director

*This job description in no way states or implies that these are the only duties to be performed by this employee. The coach will be required to follow any other instructions and to perform any other related duties as assigned by the principal or athletic director or appropriate administrator. Cochrane – Fountain City School District reserves the right to update, revise or change this job description and related duties at any time.*

**Description Applies to the Following Assistant Coaching Assignments:**

**High School Sports** - Golf, Cross Country, Football, Volleyball, Wrestling, Dance, Basketball, Track and Field, Baseball, Softball

**Junior High Sports** – Golf, Cross Country, Dance, Football, Volleyball, Basketball, Wrestling, Track and Field

**Approvals:**

\_\_\_\_\_  
Supervisor Date

**I acknowledge that I have received and read this job description.**

\_\_\_\_\_  
Employee Name (Print) Signature Date



Kjelland, Luke &lt;lkjelland@cfc.k12.wi.us&gt;

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## Write up for FBLA assistant

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**Tarjesson, Pamela** <ptarjesson@cfc.k12.wi.us>  
To: "Kjelland, Luke" <lkjelland@cfc.k12.wi.us>

Wed, Sep 5, 2018 at 3:15 PM

Last year, I had 75 members in FBLA in grades 7-12. I attend at least 5 conferences each year with students and had approximately 10 night in college dorms or hotels while traveling with students. Our season is year round and state and national FBLA activities run from Aug through July.

I had the following number of students attend competition last year:

Regionals: 75

State: 41

Nationals: 11

It takes a lot of time to work with individual to prepare them for their competitions, especially if they are giving a presentation. Prior to regionals, I will typically meet with each group at least 5 times. I will then work with them for another 5 before state and again before nationals if they continue to advance. There are more 80 events and topics that I must keep track of for these competitions. Having an additional assistant would help prepare our students for their events. When talking with my middle school FBLA members, there has been times that they feel as if they don't get the assistance they would like to have because I am too busy with my high school members. There simply is not enough time for one person to adequately prepare 75 students.

In addition, there are times that the middle level chapter and the high school chapter need to be at two different places at the same time. Having an assistant would make it possible to have an informed person with both groups. Currently, I have have to rely on volunteers but they are not always familiar with the operations of FBLA and C-FC schools.

FBLA is an important organization to offer our student. Members are exposed to real-world business experience, leadership skills, community service project, public speaking skills, and collaboration skills. I have witnessed students transform from quiet and shy individuals to dynamics leaders. The skills these individuals bring back to our community can have lasting impact.

In the last 10 years, our school has had the privilege of having a state officer for 7 of those years. This is an incredible opportunity but it also requires additional work from an adviser.

In addition to competition, FBLA is involved with weekly officer meetings, monthly large group meetings, FBLA Outreach, community service, and the Business Achievement Awards.

Looking at my members, I can see the potential in many of my members to be more active leaders, however, with time constraints of only one adviser, I am unable to adequately influence all the the members and help them reach their fullest potential.

Pam Tarjesson  
Business Teacher  
FBLA Adviser  
Cochrane-Fountain City Schools  
608-687-4391 ext 262  
[ptarjesson@cfc.k12.wi.us](mailto:ptarjesson@cfc.k12.wi.us)

## Robotics Coach/Advisor Duties.

Last season as the Robotics Coach, I participated in an all day introductory training to VEX IQ Robotics on December 17th. In addition our team participated in a Saturday regional match(1/27/18) in Whitehall, 3 day weekend State Competition(March 2-4) in Milwaukee, and the World Championship in Louisville, KY for 5 days (April 28-May 5).

Beginning in late December, I supervised student practices during lunch in the Science Lab. This continued into January and also included Wednesday night after school practices until 5:30-6PM. After we qualified for State competition, I supervised students during lunch and also after school on Wednesdays. These after school practices and lunch practices proceeded throughout the month of February. At the State competition we qualified for World Championships. Our practice continued to remain the same, lunchtime practice, Wednesday after school and we added a few Thursday and Tuesday after school practices up until April 27. In addition, I provided snacks and soft drinks at times and also helped provide a team meal as well.

For the upcoming 2018/19 season, our team will be able to participate in 1-2 local events. If all goes as planned Whitehall will possibly host an invitational late November or early December. They also will host the regionals in January. Both of these events occur on Saturday's roughly 8AM-5PM. The State competition is held on a weekend in early March, Nationals in early April(last year Council Bluffs, IA and World Championship(last year Louisville,KY).

I am planning to begin the Robotics Club toward the end of October, after the Jr. High Football season in which I am coaching as well. We will practice Wednesday after school until 5:30. If the late bus is running I will add an additional practice night as well. I will continue to use my lunch period as a practice time as well. I anticipate approximately 15-20 students to join the club this season.

Brian Holt



Kjelland, Luke &lt;lkjelland@cfc.k12.wi.us&gt;

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## Reminder for Write Ups

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**Mikelson, Melissa** <mmikelson@cfc.k12.wi.us>  
To: "Kjelland, Luke" <lkjelland@cfc.k12.wi.us>

Thu, Sep 13, 2018 at 3:58 PM

Luke,  
Here is my write up:

The trapshooting team will begin it's fifth season this spring. For the 2018 season there were 30 students on the roster.

Currently, there are four volunteer coaches for the team: Melissa Mikelson (listed as head coach and a teacher at CFC), Caleb Olson (community member), and Jim Gilcrest (community member), and Dawson Wiersgalla (CFC alum and community member)

The league begins forming teams in an online platform beginning in late January. The head coach has taken care of this responsibility. It would involve roughly 12 hours of work between parent contacts, student meetings, and navigating the website, etc. The other coaches assist with pre-season meetings and planning as well, roughly 4 hours. Once the season gets going, every Sunday evening we put around 3-4 hours in between getting set up, shooting, and cleanup. Jim and Caleb have put numerous hours in seeking donations and community support. They have strong ties to our community.

The season runs from the start of April to the end of May. Some students choose to participate in the State Tournament, which is generally the second week of June. There is now a national tournament, which was held in Michigan. Our team did qualify and some athletes did as well. However, we didn't compete as a team nor did any individuals. I think this was due to numerous factors such as travel time, and other prior commitments in the summer.

How does this impact the students? I believe that if you talk to any of the parents, they will express their thoughts in a positive manner. My favorite has been, "my student finally has a sport to participate in that is a non-ball sport". Trap shooting can be a sport that is lifelong. Many of the students also participate in shoots in Winona and other local gun clubs. Students learn safe firearm handling and shooting tips. Our team has grown from 14 shooters, to 30 this past season. I would expect those numbers to increase again this season. Trapshooting is an Olympic sport and can be a lifelong sport. Students on the team appreciate the comradery with peers and the ability to hone their shotgun skills.

[Quoted text hidden]



## Cochrane Fountain City Math Team

### **Description and Mission**

The Cochrane Fountain City Math Team is for students who enjoy exploring and having fun with mathematics. Members are students who are at or above grade level in their high school math course and enjoy competing with other students. Independent student practices include solving & discussing math problems to prepare for competitions throughout the school year. Our mission is to provide a mathematical experience beyond the classroom for all interested students and expose them to existing mathematical talent outside of C-FC.

### **Schedule of competitions (2018-2019)**

- Wednesday, November 7, 2018
  - At UW Platteville
- Wednesday, November 28, 2018
  - At Stevens Point (Central Wisconsin Math League Exam 1)
- Wednesday, January 23, 2019
  - At C-FC, during 8<sup>th</sup> Hour (Central Wisconsin Math League Exam 2)
- Saturday, February 16, 2019
  - At UW Eau Claire
- Wednesday, April 3, 2019
  - At C-FC, during 8<sup>th</sup> Hour (Central Wisconsin Math League Exam 3)
- April (Date/Place TBD)
  - Overnight Trip

### **Advisor's Role and Responsibilities**

- Organize and hold monthly meetings
  - Distribute meet information and requirements
  - Student sign-up/selection for competitions
  - Select design for competition t-shirt
  - Collect fees for t-shirts
  - Plan fundraising activity
- Register students and teams for competitions
- Write articles for local newspaper regarding competition results
- Complete record keeping for activity awards program
- Travel and supervise all math competitions

### **Team Members**

Open to all interested students Grades 9-12

Team enrollment approximately 45

Requirements:

- Must compete at at least three of the competitions
- Score at all the meets (except UW Eau Claire)
- Attend meetings
- Participate in the fundraising activity