

Memo

To: Dr. Andrew Dick and Scottsbluff Board of Education
From: Marianne Carlson, Executive Director of Finance
Justin Shaddick, Principal, Scottsbluff High School
Nate Rock, Activities Director
Date: July 14, 2025
Re: Extra Standard Services - CHOICES Assistant Sponsor

The negotiated agreement requires the evaluation and placement of any new or additional assignments to coaching or sponsorship duties to be evaluated and placed accordingly on the schedule by the Board of Education.

For the 2025-2026 school year, we are asking for the addition of a CHOICES Assistant Sponsor. Four years ago, CHOICES was moved to be within Scottsbluff High School, and we wanted time to see how the program evolved. The program had 34 students for the 2024-2025 school year, and we anticipate we will have 38 students for the 2025-2026 school year.

This program requires a large amount of time outside of school for events/fundraising, overnight travel, and consists of both male and female participants. In addition, SHS is adding two CHOICES English courses, so students can be more involved with CHOICES throughout their school day.

The events and responsibilities this assistant sponsor will assist with include:

- CHOICES Intensive trip
- CHOICES College and Industry Tour
- Plan, organize, and run CHOICES recruitment efforts (Spring)
- Community Service (Crabby Tax night, Midwest Theatre volunteering, Pumpkin Patch, Pie and Gratitude, Elementary Thanksgiving meal service, etc.)
- Fundraising Events (concessions, bake sales, etc.)
- CHOICES events (Trunk or treat, Senior Recognition Night, etc.)
- Organize and plan CHOICES travel expenditures and supplies requests.

Currently, a staff member has volunteered a large amount of time to serve as a co-sponsor for travel to events and has helped with supervision responsibilities, given the need for opposite gender representation.

Proposed

CHOICES Assistant Sponsor	3,203	4,805	8%	12%
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Recommendation: Motion to approve the Extra Standard Services addition as presented above, beginning with the 2025-2026 school year.