

The Board of Education endorses the involvement of parents/guardians and community volunteers in the schools and recognizes the services of volunteers as essential to improving the quality of education for students in this community.

The Board, therefore, encourages parents/guardians and community members who are specially qualified because of interest, training, or experience to play an active role in the schools and directs the Superintendent to establish procedures for facilitating the use of volunteers in our schools.

In order to ensure the safety and well being of our students, all volunteers will be appropriately screened and the Board directs the Superintendent to establish procedures.

Volunteers are to serve only in an auxiliary capacity under the direction and supervision of the building Principal, Athletic Director or other certified school personnel.

A volunteer is not a substitute for a member of the school staff, but does supply supplemental and supportive services.

Volunteers are not to have access to confidential files and records.

Wherever possible, volunteers are to be assigned to the particular school where they wish to serve.

The relationship between volunteers and the school staff should be one of mutual respect and confidence.

All school volunteers are to work under the direction of the school staff and provide supportive services to them. Volunteers are not teachers; they are to assist teachers and shall be assigned only to those staff members who request them.

All students are expected to obey and attend to directives and instructions given to them by authorized volunteers of the District. Failure to abide by directives and instructions given by an authorized District Volunteer may result in disciplinary action under the Student Code of Conduct up to and including suspension from school.

Persons interested in volunteering time or services to the District should contact the building Principal or Athletic Director for assignment.

School volunteers serving in the District without financial compensation are bound by the policies, rules/regulations, and procedures of the District. They, as any

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other employee, are to be supervised by each building Principal or other authorized school employees. All volunteers shall be at least 18 years of age, unless their volunteer work is included as part of a District class offering or recognized student organization (such as a Future Teachers Club) of the District and approved, in advance, by the Superintendent.

The Superintendent will conduct criminal and/or professional background checks on volunteers. The volunteer will bear the cost for criminal background checks if required.

Approved: June 29, 2009

