

POLICY

2013

3150

Community Relations

SUBJECT: SCHOOL VOLUNTEERS

The Board recognizes the need to develop a school volunteer program to support District instructional programs and extracurricular activities. The purpose of the volunteer program will be to:

- a) Assist employees in providing more individualization and enrichment of instruction;
- b) build an understanding of school programs among interested citizens, thus stimulating widespread involvement in a total educational process;
- c) and strengthen school/community relations through positive participation.

Volunteers are persons who are willing to donate their time and energies to assist principals, teachers, and other school personnel in implementing various phases of school programs. Volunteers shall serve in that capacity without compensation or employee benefits except for liability protection under the District's insurance program.

An application shall be filled out by each prospective volunteer and forwarded to the District Office for evaluation. All volunteers of more than five hours per week must be fingerprinted at their own expense. The building principal will forward his/her decisions concerning selection, placement and replacement of volunteers to the Superintendent for final evaluation. Following approval from the Superintendent of Schools, volunteers selected for work in the District shall be placed on the list of approved volunteers. However, the Superintendent retains the right to approve or reject any volunteer applications submitted for consideration.

These guidelines include:

1. Unpaid assistant coaches must have current up-to-date CPR (including AED) and First Aid for Coaches.
2. Unpaid assistant coaches must possess a temporary coaching license.
3. Unpaid assistant coaches must have Board of Education approval before or they work with students in practice or sit on the bench.
4. Unpaid assistant coaches must be in good standing with the District, demonstrate good sportsmanship at all times, be a good role model for the students, and have working knowledge of their sport.
5. Unpaid assistant coaches must be at least 21 years of age.

Administrative regulations will be developed to implement the terms of this policy and to periodically inform the Board of the progress of the school volunteer program.

**Volunteer Protection Act of 1997,
42 United States Code (U.S.C.)
Section 14501 et seq.
Education Law Sections 3023 and 3028
Public Officers Law Section 18**

Refer also to Policy #6540 – Defense and Indemnification of Board Members and Employees
Date of Adoption: January 21, 2014