

## SCHOOL VOLUNTEERS

The Board of Education recognizes that the use of volunteers strengthens school/community relations through positive participation, builds an understanding of school programs among interested citizens, and can assist district employees in providing more individualized and enriched opportunities in instruction. The Board encourages volunteers from all backgrounds and age groups who are willing to share their time, training, experience or personal characteristics to benefit the students of the district. The Board of Education must first approve all volunteer appointments, as recommended by the Superintendent before the volunteer can begin their service to the school district.

Volunteers may be involved in many facets of school operations, from mentor/tutor/coach relationships to clerical tasks. Volunteers shall not be used to provide transportation for school-sponsored activities.

School personnel who are responsible for tasks or projects that involve the use of volunteers shall identify appropriate tasks and time schedules for such volunteer activities, as well as make provisions for adequate supervision and evaluation.

Persons wishing to volunteer must contact the Building Principal or his/her designee and make their request to volunteer. The Principal or their designee will require the volunteer to disclose any criminal convictions. The volunteer must also undergo a required background check by the Principal or his/her designee, using Visitor Management System at school district expense before rendering service. If the volunteer does not pass the background check, said person may not be permitted to volunteer at school related events.

No volunteer shall be permitted to have unsupervised direct contact with students, unless, in the opinion of the Superintendent of Schools, the volunteer has undergone a sufficient background check using Visitor Management System.

Any person wishing to serve as a volunteer coach of an extra-class athletic team shall meet all First Aid, CPR, coaching qualifications and/or licensure requirements imposed by the New York State Education Law and Section 135.4 of the Commissioner's regulations.

All volunteers shall be processed by the District through the Visitor Management System.

All volunteers are required to act in accordance with district policies, regulations and school rules. Any staff member who supervises volunteers may ask any volunteer who violates district policies, regulations or school rules to leave school grounds.

Each Building Principal shall be responsible for maintaining a current and complete list of all active volunteers and their assignments.

Adoption date: February 4, 2009

Revised: May 4, 2011

Revised: January 18, 2017