

VOLUNTEER ASSISTANCE TO SCHOOL PERSONNEL

Citizens may wish to volunteer service or time to enhance the educational program.

Purpose

The Governing Board encourages parents/guardians and other members of the community to share their time, knowledge, and abilities with students.

The Superintendent or designee may authorize the use of volunteers and shall establish procedures to protect the safety of both students and adults in accordance with laws. The Superintendent or designee shall establish procedures to protect the district from liability that may occur as a result of actions by volunteers.

Qualifications of Volunteers

Volunteers shall act in accordance with district policies, regulations, and school rules. All volunteers shall receive a copy of this policy and shall be informed of the applicable regulations.

Unsalariated volunteers shall be considered employees of the district for Workers' Compensation Insurance purposes. If injured while serving as volunteers in the district, they should file Workers' Compensation Insurance forms provided by the district office.

Authority of School Personnel

Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that capitalize on their skills and expertise and maximize their contribution to the educational program.

Volunteers shall work under the immediate supervision and direction of district personnel. Volunteers may not initiate a change of procedure without prior approval of the immediate supervisor.

At his/her discretion, a staff member who supervises volunteers may ask any volunteer who violates school rules to leave the campus. Staff members also may confer with the principal or designee regarding any such volunteers. The Superintendent or designee shall be responsible for investigating and resolving complaints regarding volunteers.

Volunteers shall not be used to displace regularly authorized school personnel. Projects assigned to volunteers are those which supplement and enrich the regular school program and which would not be offered without volunteer assistance.

Revised: March 14, 2007

(Changed Board Policy number from BP 1230 Volunteer Assistance to School Personnel)

(Adopted: February 9, 2005)