

## SCHOOL VOLUNTEERS

The Board believes one of the greatest resources available may be found in the citizens of the community who have special knowledge and talents to contribute to the District. The use of citizens as volunteers within the school program enhances the educational process not only for students, but for the community as well. Volunteers may provide additional support in the classroom, promote community-school cooperation in facilitating the learning process and provide for individuals who have expertise in various areas to be used as resource persons.

Recruitment and selection of volunteers is done at the local building level. Interested individuals should contact the building principal or his/her designee. The interests and abilities of the volunteers will be considered when making assignments. All volunteers will be trained for their specific responsibilities.

Accountability for the program should include accurate record keeping at the Central Office level. Standard procedures for record keeping include hours contributed by various volunteers, types of services or donations made and an application kept on file at the local school for any volunteer who works directly with students, especially in tutorial relationships.

Volunteers who work directly with students or in the building will be required to have a criminal record check. The District notifies current and prospective volunteers who have or will have unsupervised access to students on a regular basis that a criminal records check may be conducted at any time.

Adopted: August 19, 1992  
 Revised: August 23, 1995  
 Revised: December 19, 2007  
 Revised: March 17, 2010

LEGAL REFS.: ORC 2305.23; 2305.231  
                   Chapter 2744  
                   3319.39  
                   OAC 3301-9-01

CROSS REFS.: GBQ, Criminal Record Check  
                   GDBB, Support Staff Pupil Activity Contracts  
                   IIC, Community Instruction Resources (Also KF)