

NCBOE Volunteer Approval Guidelines

The NCBOE recognizes the valuable role school volunteers can perform in the effective delivery of educational services. However, the safety of students is of paramount importance.

Volunteering in Nicholas County Schools is a privilege extended by the NCBOE. Therefore, all volunteers must be approved by the NCBOE before he or she can serve in that capacity. The NCBOE reserves the right to reject any volunteer applicant or to terminate an approved volunteer's status at any time for any reason. The Superintendent or School Administrator may also terminate an approved volunteer's status at any time for any reason.

In order to be considered for approval, all applicants must:

- Submit to a criminal background check performed by the company of the NCBOE's choosing at the expense of the applicant; and
- Attend any mandated BOE trainings and meetings scheduled for volunteers; and
- Agree to follow all NCBOE guidelines and policies.

The Superintendent or Superintendent's designee, at his or her discretion, may require any applicant to submit to an interview before consideration by the full Board. He or she may consider any relevant factors in making that determination.

Process for Approval of Applicants with Criminal Histories

Applicants who are registered sex offenders, or who have been convicted of child endangerment, abuse and neglect, or any other crimes against children will not be permitted to serve as volunteers.

The NCBOE may consider for immediate approval any applicant who has:

- Traffic violations, administrative fines, civil cases; or
- Misdemeanors that are more than five years old AND do not involve crimes against children; or
- Charges that were dismissed or the applicant was found not guilty.

The Superintendent or the Superintendent's designee must interview and/or require a written explanation of the following applicants who have:

- Felony offenses; or
- Misdemeanor offenses less than five years old; or
- More than one criminal offense; or
- Offenses involving “trust;” (Ex: theft); or
- Offenses involving children (Ex: selling alcohol to a minor).

The Superintendent or Superintendent’s designee, at his or her discretion, may recommend approval to the full board after completion of the interview or receipt of a written explanation.

Any applicant who has been denied approval as a volunteer may appeal in writing to the full Board no later than five days after being denied and may be heard at the next regular BOE meeting.

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