



MINERAL COUNTY SCHOOLS

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To become a volunteer for Mineral County Schools, you must complete an updated Volunteer Agreement Form via SchoolStream which requires an interview and approval by the school principal. A separate volunteer form must be completed for each school you are requesting to volunteer at. After you complete the form and get the principal's approval, you must go online to Background Investigation Bureau (BIB) and pay your \$19.00 fee to obtain your BIB background check. After receiving your background clearance, you will receive your card and can be approved by the Board of Education as a volunteer.

Follow These Directions to Become a Volunteer

TO BECOME A NEW VOLUNTEER:

STEP 1

Return to principal a completed Volunteer Agreement Form (SchoolStream).

A separate form is needed for each school you request to volunteer at

STEP 2

Schedule interview with school principal or designee

STEP 3

After approval of the principal, go online to complete background check with BIB Secure Volunteer:

<https://bib.com/secure-volunteer/mineral-county-schools/home>

- a. Cost will be \$19.00 (made online by the individual and good for three years)
- b. Your BIB request will be released when the volunteer agreement is received in the Human Resources Office by the school level administration.
- c. **Current MCS Employees do not need a background check**

STEP 4

Upon approval and clearance of the BIB request, the Volunteer Agreement Form will receive final approval and the volunteer's name will be added to the upcoming board agenda for Board approval.