



Book	Policy Manual
Section	Policies Adopted by the Board
Title	VOLUNTEERS
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8120 - **VOLUNTEERS**

The Board of Education recognizes that certain programs and activities can be enhanced through the use of volunteers who have particular knowledge or skills that will be helpful to members of the staff responsible for the conduct of those programs and activities.

The District Administrator shall be responsible for recruiting community volunteers, reviewing their capabilities, and making appropriate placements. S/He shall not be obligated to make use of volunteers whose abilities are not in accord with District needs.

Any individual who volunteers to work in the schools or on any school sponsored activity shall submit to a criminal history records check, prior to being allowed to participate in any activity or program.

Any volunteer who works with or has access to students shall submit to a criminal history records check, prior to being allowed to participate in any activity or program.

Any person who volunteers to work with the District shall be screened through the Internet site for the Sex Offenders Registry (SOR) list prior to being allowed to participate in any activity or program.

Any volunteer who works with or has access to students shall be screened through the Internet site for the Sex Offenders Registry (SOR) list prior to being allowed to participate in any activity or program.

The following criteria may be used to deny access to any volunteer, including accompanying child(ren) on field trip or other school related activity, when the above-mentioned background check or screen of any method, reveals any of the following:

1. Any crimes against child(ren).
2. Any felony within the last 10 years.
3. Two or more misdemeanor convictions within the last 10 years.
4. One misdemeanor conviction within the last 3 years.
5. Other circumstances reviewed by the District Administrator.

District Office shall notify the volunteer they are denied access/participation in school-related activities. District Office shall also notify the corresponding school(s) principal that the volunteer applied to for volunteering or participation, that said volunteer has been denied access.

A Board member may serve as a volunteer coach or supervisor of an extra-curricular activity if the provisions of Wis. Stats. 120.20 and this policy are satisfied.

The District Administrator is to inform each volunteer that s/he:

- A. shall agree to abide by all Board policies and District guidelines while on duty as a volunteer;
- B. will be covered under the District's liability policy but the District cannot provide any type of health insurance to cover illness or accident incurred while serving as a volunteer, nor is the person eligible for workers compensation;
- C. will be asked to sign a form releasing the District of any obligation should the volunteer become ill or receive an injury as a result of his/her volunteer services;
- D. in accepting the role of a volunteer, agrees to verification that a satisfactory background check may be conducted through appropriate State agencies or other applicable means.

The District Administrator shall also ensure that each volunteer is properly informed of the District's appreciation for his/her time and efforts in assisting the operation of the schools.

Policy 9800.01 outlines veteran volunteers' requirements for recognition from the District and the Department of Public Instruction.

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120.20, Wis. Stats.