

# SOUTHERN FULTON SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: VOLUNTEERS

ADOPTED: November 15, 2011

REVISED: February 17, 2015

<p>1. Purpose</p> <p>2. Definition</p> <p>3. Guidelines</p>	<p style="text-align: center;">916. VOLUNTEERS</p> <p>The Board recognizes the need to develop a volunteer program to support district instructional programs. The purpose of the volunteer program will be to:</p> <ol style="list-style-type: none"> <li>1. Assist employees in providing more individualization and enrichment of instruction.</li> <li>2. Build an understanding of school programs among interested citizens, thus stimulating widespread involvement in a total education process.</li> <li>3. Strengthen school/community relations through positive participation.</li> </ol> <p>A <b>volunteer</b> is a person who provides a service to the school district, without compensation, on a regular basis to support the efforts of professional personnel.</p> <ol style="list-style-type: none"> <li>1. Volunteers will work with students under the immediate supervision and direction of a certificated person.</li> <li>2. Each building administrator who uses volunteers in any capacity shall be responsible for training said volunteers to perform the specific duties associated with their assignments.</li> <li>3. The building administrator shall assume general authority and responsibility over all volunteers serving at that site.</li> <li>4. Volunteers are expected to comply with all rules and regulations set forth by the district.</li> <li>5. Service of any or all volunteers may be terminated at any time at the discretion of the building principal and program they are working.</li> <li>6. Volunteers shall at no time assume responsibility for complete direction and/or control of the students.</li> </ol>
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<p>23 Pa. C.S.A. Sec. 6344.2, 6344.4</p>	<p>7. The Board requires volunteers applying for a volunteer position in the district, who will have direct contact with children, need to submit a child abuse history clearance and a state criminal history check, and must swear or affirm in writing that s/he is not disqualified from service. The required clearances must be resubmitted every 36 months. A federal criminal history check is also required if the volunteer has not been a resident of the Commonwealth for the previous ten years.</p>
<p>23 Pa. C.S.A. Sec. 6344.3</p>	<p>8. It shall be the responsibility of the building principal to insure that these clearances are on file in the personnel records located in the District Office.</p> <p>9. Volunteers must report to the Superintendent or designee in writing, arrests and convictions for enumerated offenses or notification that s/he has been listed in the statewide central register as perpetrator of child abuse within seventy-two (72) hours.</p> <p>10. Personnel records for volunteers shall meet the same confidentiality requirements as that of an employee.</p> <p>11. Volunteers will be given a period of thirty (30) days in order for clearances to arrive as long as proof of submission for clearances has been provided.</p> <p>12. Use of volunteers within the district is not to conflict with or replace any regularly authorized person.</p>