

FERNDALE AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: SCHOOL VOLUNTEERS

ADOPTED: FEBRUARY 21, 2007

REVISED: OCTOBER 20, 2010

<p>1. Purpose</p> <p>2. Authority</p> <p>3. Guidelines</p>	<p style="text-align: center;">916. SCHOOL VOLUNTEERS</p> <p>The Board recognizes that community volunteers can make valuable contributions to the educational program. The use of community volunteers is endorsed by the Board, subject to legal requirements and administrative procedures.</p> <p>The Board authorizes the selection and use of parents/guardians, community members, and others as volunteers to assist and supplement regular district staff. Volunteers must be at least 18 years of age and his/her class shall have completed high school.</p> <p>Under no circumstances shall a volunteer be considered an employee of the district. A volunteer shall receive no wages or other valuable consideration for the performance of volunteer services. The volunteer position is not a right, but rather a privilege which is conferred by the Board and administration. As such, any volunteer position may be eliminated at any time for any reason or no reason. Also, any volunteer may be removed from a volunteer position for any reason or no reason.</p> <p>The basic requirement for volunteer service shall be interest in the educational program, including extracurricular activities, enjoyment in helping children, and a sincere belief that by volunteering, a contribution will be made to the learning process.</p> <p>Volunteers shall not be asked to assume the professional responsibilities of the school staff. Volunteers may provide assistance which is supportive, when under the direction of a staff member and granted administrative permission.</p> <p>No volunteer may assist in a school without having been screened and recommended by the principal and approved by the Superintendent.</p> <p>All volunteers shall be supervised by the principal or other designated district employees.</p>
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Volunteers who may be reasonably expected to be present with students without a district employee present shall be required to have an Act 34 and Act 151 clearance report on file prior to beginning assigned duties. Costs for clearances will be reimbursed by the district with prior approval of the Superintendent. One time special guests shall be exempt from this provision, at the discretion of the Superintendent. Such guests will not be permitted to be alone with students.

Except with the prior authorization of the Superintendent or the Building Principal due to exigent circumstances, volunteers shall always be at an event to assist the professional or coaching staff at the event, under the direction and supervision of the professional or coaching staff. They shall not be in charge of students at the event.

Volunteers will be expected to adhere to all rules, regulations, and policies of the district, including those concerning confidentiality of student information.

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