

TITLE: Volunteers and Community Service Providers CODE: IJOC

I. Policy

The Barre Town School District recognizes the valuable contributions made to the school by volunteers and others providing community service. It further recognizes that appropriate supervision of volunteers and community service providers will enhance their contributions as well as fulfill the responsibility that the school district has for the education and safety of its students.

II. Definitions

Volunteer: A volunteer is an individual not employed by the school district who serves on an occasional or regular basis in the school setting to assist the staff and students. A volunteer serves without compensation.

Community Service Provider: A community service provider i.e. Vista worker, work study student, may receive compensation for work performed at the school.

III. Administrative Responsibilities

Selection: The principal or his/her designees are authorized to select and approve volunteers and community service providers to work in the school. It is the principal's responsibility to be reasonably sure that the volunteer or community service provider is a person of good character with the ability to make significant contributions to the school. The principal/or his/her designees shall require each volunteer or community service provider with extended unsupervised contact on a regular basis to complete an information sheet and an FBI criminal history check (fingerprint supported). Documentation must be on file prior to beginning unsupervised work in the school.

Placement: Placement and replacement of volunteers and community service providers will be made by the principal or his/her designees.

IV. Conditions of Service

All volunteers and community service providers will receive orientation. Volunteers and community service providers will be covered by the general liability insurance program of the school system.

Supervision: Volunteers and community service providers who work directly with students will be under the supervision of a school employee.

IV. Responsibilities of Volunteers and Community Service Providers

Volunteers and community service providers are responsible for complying with school policies, rules, and regulations.

Initial Adoption: 2/7/01

Revised 1st Reading: 4/4/2007

Revised 2nd Reading: 8/15/07

Legal Reference(s):

16 V.S.A. § 260 (Supervision policy requirement)

20 V.S.A. § 2056c - (Disseminating of criminal history)

21 V.S.A. § 495 (Employment discrimination)

Cross References:

Open Hiring/Equal Employment Opportunity & Affirmative Action (GBA)

Staff Ethics/Conflict of Interest (GBEA)

Staff, Visitor, and Volunteer Substance Abuse (GBEC)

Personnel Records and Files (GBJ)