

River Valley School District

Agreement Form - Volunteers – Policy #916

I hereby acknowledge and agree, that in connection with my volunteer services, I have read, understand, and agree to comply with and be bound by the Policy. I further understand that this form must be completed annually, prior to School Board approval as a volunteer for the District.

Additionally, I understand that in the course of volunteer service with the River Valley School District, I will adhere to all sections of Policy #916, including, but not limited to:

I will maintain the confidentiality of student and employee information that may have been available to me in any form. I understand that it is my responsibility to assure rights and confidentiality of information, both written and verbal. I understand that in the performance of my duties, I am not to discuss confidential information regarding students or employees with anyone. Any breach of confidentiality will be carefully reviewed, and if substantiated, may result in termination of volunteer involvement with the District, and may result in legal action.

I have obtained the following clearances either within the past calendar year:

Act 34 (PA Criminal History)
Act 114 (Federal Criminal Background Check)
Act 151 (Child Abuse)

A copy of my clearances are attached (or)

I have read, understand, and signed the Arrest/Conviction Report and Certification Form under Act 24 of 2011 and Act 82 of 2012. I certify that I have not been arrested or convicted of any offense enumerated under 24 P.S. §1-111 (e) or (f.1).

A copy of my Arrest/Conviction Report and Certification Form is attached.

I acknowledge that I have read, understand, and agree to comply with and be bound by this Policy.

Volunteer Name

Volunteer Signature

Date



**River Valley
School District**

Book	Policy Manual
Section	900 Community
Title	Volunteers
Code	916
Status	Active
Adopted	August 15, 2012
Last Revised	November 18, 2015
Prior Revised Dates	03/20/2013, 07/09/2013

Purpose

The Board values the unique contributions made by parent/guardian and community volunteers to the educational programs of the district. Accordingly, the Board encourages the use of parent/guardian and community volunteers, subject to certain requirements and procedures as set forth below.

Definitions

A **volunteer** is any individual who performs a service for the school district without compensation, remuneration or other consideration and who otherwise meets the requirements of this policy.

Guidelines

A volunteer must be at least eighteen (18) years of age. A volunteer need not be a parent/guardian of a student enrolled in the school district. A school district student who serves as equipment manager or assistant athletic trainer, or who provides other volunteer assistance in support of a curricular, cocurricular or extracurricular activity is not considered to be a volunteer for purposes of this policy.

Final determination of a volunteer's status is the responsibility of the principal or assistant principal.

Under no circumstances shall a volunteer be considered an employee or independent contractor of the school district. A volunteer shall not receive wages, salary or other valuable consideration for the performance of his/her services. Holding the position of a volunteer is not a right, but a privilege conferred upon the volunteer by the Board, acting through the building principal of each school within the school district. The school district reserves the right to terminate the services or status of any volunteer at its exclusive discretion.

The role of volunteers is to assist, but not replace or assume the professional or paraprofessional responsibilities or authority of, the school district staff. Volunteers shall not provide regular instruction or educational training to students enrolled in the school district.

Under no circumstances shall volunteers be permitted to administer or enforce discipline upon students enrolled in the school district.

No volunteer shall be permitted to access, review, disclose, or use confidential information, or participate in conversations in which confidential information is discussed. Additionally, the Family

Educational Rights and Privacy Act, known more commonly as FERPA, prohibits the disclosure of confidential information.

Safety Requirements

All volunteers will be required to obtain and submit for approval an Act 34 Criminal History Report, an Act 151 Child Abuse Clearance Statement, and Act 114 FBI Clearance (exclusion: 10 years of continuous residence in the state of Pennsylvania) within one year of initial volunteer assignment with Blairsville-Saltsburg School District and every five (5) years thereafter. Annually, all volunteers will also be required to complete the Arrest/Conviction Report and Certification Form under Act 24 of 2011 and Act 82 of 2012.[1][2][3]

The costs of obtaining the required reports and clearances shall be the responsibility of the volunteer or any sponsoring parent-teacher organization or booster group.

If a clearance reflects any of the reportable offenses enumerated under 24 P.S. 1-111 (e) and (f,1), the person will be prohibited from volunteering for the school district.

Except in the case of an emergency, volunteers shall not administer first aid or other medical assistance to students.

Except as specifically authorized by the Board on a case-by-case basis, volunteers shall not be permitted to operate any motor vehicles owned by or under the control of the school district, and volunteers shall not be permitted to transport students by motor vehicle in support of any school program.

All volunteers will be required to annually sign and submit an Agreement Form stating that they have read, understand, and will abide by this policy. The Agreement Form will also contain a confidentiality agreement and reportable offenses.

Delegation of Responsibility

The Superintendent or designee shall develop administrative regulations for the recruitment, selection and assignment of volunteers.

- | | |
|-------|------------------------------|
| Legal | 1. 24 P.S. 111 |
| | 2. 22 PA Code 8.1 |
| | 3. 23 Pa. C.S.A. 6301 et seq |