

2023-24

CEDAR HILL ISD

VOLUNTEER

HANDBOOK



Cedar Hill ISD Volunteers & Supporters,



Thank you for volunteering your time to serve Cedar Hill ISD (CHISD). We appreciate your commitment to support the district. CHISD's past, present and continued future successes are due in large part to the skills, talents, and dedication of its volunteers.

As a CHISD volunteer, you are joining hundreds of individuals who desire to positively impact the success of Cedar Hill ISD scholars and staff alike. We hope that your volunteer experience provides you with an opportunity to develop leadership skills, network with colleagues and promote personal and professional growth.

This volunteer manual has been prepared as a resource for you. It is intended to be a convenient summary of information about Cedar Hill ISD and an overview of volunteer policies and procedures.

We hope your association with our district is a valuable experience. Your role is important and provides the potential to be as significant as you choose to make it. We look forward to your contributions.

Sincerely,

Dr. Gerald B. Hudson
Superintendent of Schools
Cedar Hill Independent School District

CHISD Family & Community Engagement Office



Dr. Kisha McDonald, Director of Family and Community Engagement

972.291.1581 ext. 4238 & 4069

face@chisd.net

btsrally@chisd.net

kisha.mcdonald@chisd.net

Family and Community Engagement (FACE) Mission:

To strengthen the partnership between schools, families, and the community in order to execute programs that increase student success.

Vision:

Unlocking Every Longhorn's Potential

Mission:

To develop resilient scholars who excel academically and are empowered to serve

Motto:

Educate. Empower. Inspire.

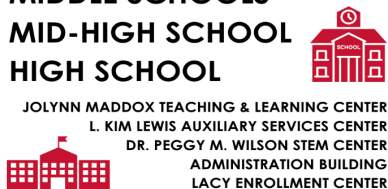
About Cedar Hill ISD

6 ELEMENTARY SCHOOLS

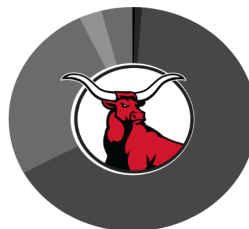
2 MIDDLE SCHOOLS

1 MID-HIGH SCHOOL

1 HIGH SCHOOL



STUDENT ETHNIC COMPOSITION



NATIVE HAWAIIAN/
0.07 % PACIFIC ISLANDERS
0.31% AMERICAN INDIAN
0.94% ASIAN
3% WHITE
4% TWO OR MORE
26% HISPANIC
66% AFRICAN AMERICAN



GENERAL OPERATING BUDGET

\$69,469,406

CENTRAL ADMINISTRATION 5.4% CAMPUS ADMINISTRATION 6.7% OTHER 12.6% DISTRICT OPERATIONS 21.1% INSTRUCTION 54.2%



STARTING SALARY FOR FIRST-YEAR TEACHER
\$56,000



Volunteering in Cedar Hill ISD

Who is a Volunteer?

"Volunteer" is defined as an adult (18 years of age or older) who freely contributes to the achievement of scholars, teachers, administrators, and other district staff in classrooms, schools, and/or other district offices and does not receive compensation for their work.

- Volunteers can include parents, guardians, adult family members, and/or business and community members.
- Volunteers give of their time before, during, and after school as well as on the weekends. Volunteers enter schools and/or sites and provide assistance one time or on a regular and recurring basis.
- Volunteers should always be supervised by at least one district employee; however, some volunteer situations happen in which volunteers are one-on-one or in small groups with scholars, which is why the district requires a criminal background check to ensure scholar and staff safety and welfare.
- Student volunteers (aged 13-17) and current CHISD employees are permitted to work as district or campus volunteers in the same capacity as adult and community volunteers but do not require a criminal background check.



What Volunteer Opportunities Are Available?

Volunteer assignments are determined by the specific needs of each school. Schools are encouraged to consider the skills, interests, and preferences of each volunteer candidate in determining the best placement within the building.

The following is a list of possible opportunities as volunteer opportunities will vary from campus to campus. Some opportunities may not be available at each campus or be restricted in the future due to need or safety concerns, which will be handled at the discretion of the school and/or district.

Teacher Support: work with a teacher or librarian/media specialist and perform tasks such as putting up bulletin boards, organize materials for teachers, photocopying and other jobs that will provide the teacher more time to plan for and work with scholars.

Classroom Learning Support: work with the teacher to support learning such as reading a book to a scholar or listening to a scholar read, provide tutoring services, visit a class and share your talent, assist scholars with STEM activities or fine arts.



Campus/Office Operations Support: work with campus on a range of activities or duties such as maintaining the campus marquee, greeting students in the morning, school office support, cafeteria monitoring, assisting with campus newsletter articles & photos, and serving on a school based committee.

Parent & Scholar Support: work with All Pro Dads, PTA groups & Booster Clubs to assist with parent engagement/encouragement, fundraising and scholar encouragement.

Event Support: work with CHISD district offices and campuses for specific events that are planned during the school year. These events include but are not limited to Back to School Rally or other district sanctioned event support, books fairs, field trip chaperone/assistance, serve as a judge or coach for academic competitions, guest speaker for career fairs, employee appreciation days/weeks.

What is Expected of CHISD Volunteers?

- Review the Volunteer Handbook
- Digitally sign a Volunteer Agreement annually as long as you wish to volunteer at the same school where the agreement was signed
- Keep any information about scholars confidential
- Keep the volunteer/scholar relationship restricted to the school setting on campus, an approved CHISD activity, or a CHISD virtual environment
- Comply with the no smoking and no tobacco policy
- **Avoid proposing any personal or religious doctrines or beliefs to scholars**
- Do not provide medical treatment unless designated as a trained clinic volunteer
- Seek the aid of school personnel in case of any discipline problems

- Do not lend money to scholars while actively serving as a volunteer
- Avoid promoting any specific business, commercial product or brand name
- Should not be alone and unsupervised with a scholar either in-person or virtually

Volunteer Attire: Smart, Casual Dress Code

CHISD volunteers serve as role models for scholars and are expected to present themselves in a positive manner. Please remember to wear appropriate clothing for the campus setting and volunteer duties to which you are assigned.

Communication Guidelines and Expectations

Do NOT:

- Call or text scholars at home or elsewhere
- Initiate social activities with scholars
- Take a scholar or scholars on private outings
- Follow the scholar on social media, allow the scholar to follow you, or attempt to view a scholar's social media for any purpose other than appropriate volunteer/scholar interaction
- Say or write things to a scholar that you would be uncomfortable sharing with the scholar's parents, district/school administrators or the educator you are working with
- Make any comments that are based on gender or could be construed as sexist
- Make any comments and/or innuendos that are sexual in nature or could be construed as sexual
- Make jokes that are inappropriate
- Initiate conversations or correspondences of a private and/or personal nature with scholars, including via a digital means



Volunteer Arrival and Dismissal

CHISD believes in maintaining an adequate level of safety and security at all our campuses. Under NO circumstances can a visitor enter a school without going through the Voly/JDP or Raptor process.

Volunteers are asked to:

- Arrive at the designated location/campus and enter through the front or office or main entrance
- Sign in with the front office or designated staff and provide your ID for it to be scanned through the Raptor system
- *If the staff requires you to sign into the Voly kiosk, please have them check you in*
- Wear the assigned visitor sticker printed by Raptor and the volunteer lanyard issued by office staff at all times
- If asked, show your email from face@chisd.net congratulating you for being approved to volunteer (this means they passed their background check).
- Silence all electronic devices and try to avoid unnecessary interruption while volunteering
- Confirm the location of the nearest adult restroom and employee break room
- Work your full volunteer shift and let the principal or point-of-contact know if you need to leave early
- *Upon dismissal, if the campus uses the Voly kiosk, sign out through that*
- Return your sticker and volunteer lanyard to the front office or an employee who can return it on your behalf

Volunteers who would like to see a record of their volunteer hours in Voly, should ask the campus to use the kiosk feature in Voly for signing in and out.

Volunteer Schedule

Please show up to volunteer opportunities at least 15 minutes prior to the start of the activity and notify campus staff or appropriate district staff as soon as possible in the event that you are unable to fulfill your volunteer duties. If you are unable to make your scheduled volunteer time, please call the school so the teachers and scholars will know you will not be there.

Approval Process to Volunteer in CHISD

To assist in keeping our scholars and staff safe, it is imperative that Cedar Hill ISD adheres to the volunteer guidelines as provided by the district. The district uses three systems to approve, track and schedule volunteers.



Voly and JDP

Any person entering the school building to volunteer with or be in the same room as a scholar **MUST** complete the Volunteer Application in Voly and submit to a criminal background check through JDP.

When does Voly/JDP have to be used?

- Ongoing volunteer or support opportunities
- Working with scholars one-on-one
- When volunteer can potentially be alone in the same room as a scholar
- Chaperoning field trips and/or traveling with scholars

Raptor

Raptor is the campus visitor system that uses your state-issued ID to run a soft background check and print out a visitor sticker for identification purposes. Raptor runs checks against the Registered Sex Offender database and keeps a real time log of visitors on campus.

When can Raptor only be used?

- One-time events where the volunteer will not be in the same room alone with any scholar (i.e., Read Across America Day, All Pro Dads and/or PTA breakfasts)
- Eating lunch with their scholar



Volunteer Application Steps (See Appendix D for a photo guide)

1. All volunteers must be approved through cedarhillisd.voly.org in order to volunteer in CHISD.
2. Applicants will receive an email from face@chisd.net confirming a Voly online application has been received.
3. Once a Voly account has been created, you will be asked to complete your preferred volunteer application and check the option to submit for a background check through JDP.
4. Applications may take up to 5 business days to be processed and approved. If the account is flagged for any reason, the approval of your account could take up to 2 weeks. If you have any questions, please email face@chisd.net.
5. Applicants are encouraged to select the school(s) you wish to volunteer for during the application process in order to receive specific volunteer opportunities and show up as a volunteer for that campus.

Confirmation and Approval of Completed Volunteer Applications

- Please note that the district and/or campuses reserve the right to refuse or remove volunteers without verbal cause or future legal retaliation.
- Successful applicants will receive a second email notifying them that the Volunteer Application has been approved.
- If you do not receive an approval email within 72 hours, please email face@chisd.net to determine the cause.

Once a volunteer receives their approval email, they can search for volunteer opportunities via the Voly site or through the campus. Campuses have the option to automatically allow volunteers to sign up for opportunities in Voly or to approve them manually. If your volunteer shift is not automatically approved, please reach out to the listed point-of-contact for the specific opportunity.

Common Issues that Delay Volunteer and Background Check Approval

- Not completing the Volunteer Application – after you create your account in Voly, you must select the appropriate application to associate with your account. Failure to do so will lead to a delay in processing the account to move on to the background check.
- Not submitting for the background check itself – once you create your volunteer account and select the appropriate application, you must check the box to run the background check.
- No middle name entered - if you do not have a middle name, enter None.
- Name – if you have a common name, use Jr. or Sr. (etc.), have changed your name, or have multiple last names, it may take longer to process your background check.
- County searches – if for some reason the system opts to run county searches for you, the approval process will take longer. The system first conducts a National Search and sometimes that is the only search. But there are times when more information is needed to complete the search.
- An incorrect email address was used - please be sure to double check the email address used to create your Voly account. If you attempt to access it using a different email address, you will have missing or incomplete requirements on your Voly profile.
- You failed to acknowledge that you have read and reviewed the Volunteer Handbook in Voly - in order to complete all steps in Voly, you must select that you have reviewed the Volunteer Handbook. If you do not, your application will not be considered complete.



Volunteer Appeal Option

If you fail the background check for any reason, you may appeal the ruling using the Appeal Forms found [here](#). Appealing does not guarantee your ruling will not stand, however discretion is used to determine whether the reported offense is able to be appealed, and factors such as date of offense and offense type will be considered.

Reapply in July

It is highly encouraged and recommended to apply to be a CHISD volunteer beginning in July during the “Reapply in July” timeframe. This way, there will be no need for last minute applications and background checks to be submitted throughout the school year. Additionally, becoming a volunteer early gives you an opportunity to attend volunteer training before the school year begins and receive volunteer orientation at the district level. Campuses may also provide volunteer training specific to that school. Those who complete their volunteer application and background check early will be contacted in late July to participate in a summer orientation by face@chisd.net.

What Can I Expect from the Campus Principal & Front Office Staff?

Principal

- Ensure the school staff and families are aware of volunteer policy and procedures
- Principals have the authority to accept or decline any volunteer's offer of service. If it becomes necessary to discontinue a volunteer's service or programming, please follow guidelines outlined in the policies and procedures section.
- Principals are responsible for ensuring front office staff are following district policies and procedures. *Volunteers must sign in and out of the building using the Raptor visitor/volunteer management system.*
- Principals must address any staff concerns about volunteer programs, especially those regarding respect of confidentiality, health and safety, liability, and supervision related issues.
- Extends an invitation to parents and families to volunteer in their school by passing out flyers at school events
- Recognizes and shows appreciation for volunteers
- Principals should contact the F.A.C.E. office regarding any challenges that may arise.



Front Office Staff

- Ensure the visitor/volunteer management system is up and running every morning
- Ensure that volunteers sign in and out using the volunteer management system and using the appropriate lanyard and name tag to identify them as volunteers
- Ensure that the volunteer management system is being used to track volunteer hours
- Enter campus volunteer opportunities into Voly or ensure they are entered by the staff designated by the principal (e.g., Parent and Community Liaison)

CHISD Parent Organizations

All Pro Dads

John Mays, APD Affiliate Leader

All Pro Dads Email:

chisdapd@gmail.com

For more information please visit

www.cedarhilldads.org

Council of PTAs

Council of PTAs Email:

chcptapresident@gmail.com

Sarah Bardo – Interim President

Shannon Powell-Heart - Secretary

Tiffanie Plummer - Treasurer

Andrea Roberson - Parliamentarian

Alzena McGrew - Membership Chair



Connect with your Campus PTA/PTSA/PTO at the email addresses provided below:

Elementary Schools

Collegiate Prep Elementary - president@chcppta.org

High Pointe Elementary - highpointeptal@gmail.com

Highlands Elementary - highlandptachisd@gmail.com

Lake Ridge Elementary - lakeridgeelempta@gmail.com

Plummer Elementary - plummerespta@gmail.com

Waterford Oaks Elementary - waterford.oaks.ch@gmail.com

Middle Schools

Bessie Coleman Middle School - bessiecolemanpta@gmail.com
Permenter Middle School - permenterptapresident@gmail.com

High Schools

Cedar Hill High School - longhornpts@gmail.com
Collegiate Academy and High School - collegiatepts@gmail.com

CHISD Volunteer & Visitor Contacts

For more information about the CHISD Volunteer Application Process and Guidelines:

Dr. Kisha McDonald : Director, Family and Community Engagement (FACE)
face@chisd.net or
kisha.mcdonald@chisd.net

For more info about the CHISD Raptor Visitor Monitoring System and Emergency Procedures:

Chris Santos
Emergency Operations Coordinator
chris.santos@chisd.net

For more info about the CHISD Student Code of Conduct and Handbook:

Tellauance Graham
Assistant Superintendent of Student Services and Administration
tellauance.graham@chisd.net



Appendix A

FAQs - Frequently Asked Questions

What if a volunteer is threatening the safety and orderly operation of the campus learning environment?

If a principal feels that the volunteer is interfering with the learning environment, they must notify the district by emailing face@chisd.net and get written statements from all people involved. The FACE staff will review the information with Student Services and CHISD PD. After careful consideration, FACE will notify the principal of the decision via email. If the recommendation is to remove the volunteer, FACE will then call and send a physical letter to the volunteer letting them know they are no longer able to volunteer. The volunteer will be deactivated from the volunteer management system and asked not to return to the school.

What if a volunteer does not have access to a computer or internet? Can they use a paper application?

In order to protect volunteer information and identities, applications are online only. Campuses can make computers available to sign up volunteers.

Can parents attend their child's field trip if they have NOT submitted a volunteer application or have been denied?

Under no circumstances is this permitted.

How frequently must a volunteer application be submitted?

Volunteers have to submit a new application every school year. You can submit your application beginning on July 1. The application is active until June 30 of that school year.

Who is denied volunteer privileges?

Volunteers who have charges of weapons, theft, fraud, drugs, DWIs/DUIs, assault, endangering a child, sex offenses, etc. will be denied via Voly. Certain charges may be appealed depending on the year and severity of the offense.

What do I do about student discipline?

Scholars rarely have behavior problems while working with volunteers. However, our schools have detailed discipline plans and the responsibility of discipline rests with the professional staff. Volunteers may not discipline scholars. Make the teacher aware of any discipline problem that arises while working with a scholar.

Should I tell my neighbor if I see her child misbehaving at school?

Adults in the school environment have the responsibility to maintain the child's confidentiality. Sharing tidbits about a child's behavior or academic progress at school is inappropriate and could be detrimental to a child who is still learning to control him or herself. Even sharing "good stuff" can be damaging. We ask that our volunteers respect the privacy of each child as required by the Family Educational Rights and Privacy Act (FERPA) that governs student information.

What if I observe something about which I am concerned? Do I tell the parents? Absolutely not. It is not a volunteer's job to contact the parents about anything occurring in the classroom or at the school. Please let the teacher or principal, or district personnel know your concerns. Teachers are governed by multiple legal obligations and restraints. The teacher's responsibility is to decide when it is necessary to take further action.

How do I find out what volunteer opportunities are available?

Volunteer opportunities are displayed via Voly at <https://cedarhillisd.voly.org/>. Campuses may also offer volunteer opportunities through other means.

What should I do during the campus emergency drills?

Schools regularly conduct drills so they can be prepared for emergencies. If you are in the building at a time when drills are conducted, you are expected to participate in the exercises. Follow the lead of the staff member as to what to do. Your scholar may also be helpful, as they have practiced more times than you have. Refer to the building map in this handbook for exit routes and assembly locations.

I would like to volunteer, but I have a preschool aged child. Can I bring my child with me?

We love children but want to protect them from the hazards that may be present in the campus work area (hot laminating machines, paper cutters, scissors, etc.). For their safety, we ask that preschool children not accompany you when you volunteer.

What should I do if I suspect or see grooming or sexual misconduct?

Sexual abuse is defined as any welcomed or unwelcomed sexual advances, request for sexual favors, and other oral, written, physical, or visual conduct of a sexual nature. Grooming is the practice of preparing or training someone for a particular purpose or activity. The physical contact of the private body area of a minor for the purpose of gratification will always be considered sexual abuse. Volunteers who suspect a student may have experienced prohibited harassment are obligated to report their concerns to a Campus Administrator. All allegations of prohibited harassment of a student will be reported to the student's parents and investigated. Failure to report suspected abuse to a staff member within 48 hours of obtaining knowledge is a crime (19 TAC Chapter 61.1051, Subchapter EE) and is punishable by a fine, imprisonment, or both (Family Code 261.101; 216.103).

Can I transport scholars or staff in a vehicle when I am volunteering?

No. It is not advisable to allow anyone who is not a District employee to operate anything that has wheels, e.g., bus, white fleet van, 4-wheelers, lawn mowers, etc. while engaging in volunteer work.

What happens if I get injured while serving in the capacity as a volunteer?

The District is immune to any damages/liability etc. due to Tort Law. The only time that the District may have some liability is if the volunteer is injured while operating a vehicle or machine that has wheels. However, see previous question and answer. Additionally, since volunteers are not employees, an injury would not be considered under workers' compensation.

Where can I view the Student Code of Conduct?

The most recent Student Code of Conduct can be viewed by clicking [here](#).

Where can I view the district's approved calendar?

The current year's District Calendar can be accessed [here](#).

Appendix B

Board Policy

State law (Texas Education Code 22.053), CHISD [Board Policy GKG](#) and administrative regulations set certain standards for all staff and volunteers to follow so that the safety and well-being of our scholars is ensured while they are attending school.

Appendix C

Family Educational Rights and Privacy Act (FERPA)

Release of Student Directory Information to the Public and/or Military Recruiters

The Family Educational Rights and Privacy Act (FERPA) affords parents certain rights with respect to their student's education records.

For the purposes of FERPA, Cedar Hill ISD has designated certain information as "directory information," which may be disclosed for any purpose without prior consent. The primary purpose of this designation is for district use of the information for these types of purposes:

- School and district newsletters and other printed or electronic official publications
- News releases to area newspapers
- School district website and official social media sites
- A playbill or music program, showing your student's role in a performance
- Honor roll or other recognition lists
- Graduation programs
- Yearbooks
- Sports activity programs, such as for wrestling, showing weight and height of team members

According to federal guidelines, directory information can also be disclosed to outside organizations without prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks.

In addition, two federal laws require local educational agencies (LEA's) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories — names, address and telephone listings — unless parents have asked

the LEA not to disclose this information without their prior written consent. Cedar Hill has designated the following information as directory information:

- Student name
- Parent name(s)
- Address
- Telephone listing
- Electronic mail address
- Photograph
- Video images
- Audio recordings
- Date and place of birth
- Dates of attendance
- Grade level
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- The most recent educational agency or institution attended

For instructions to request non-release of directory information, [click here](#).

Appendix D

Step-by-Step Volunteer Approval Photo Guide

*Visit <https://cedarhillisd.voly.org/> and create your Voly account

FACE

Causes Opportunities Teams Schools

Create A Volunteer Account!

First Name* Last Name*

Email Address* Confirm Email Address*

Phone Number* Zip*

Password* Confirm Password*

Create Account

OR

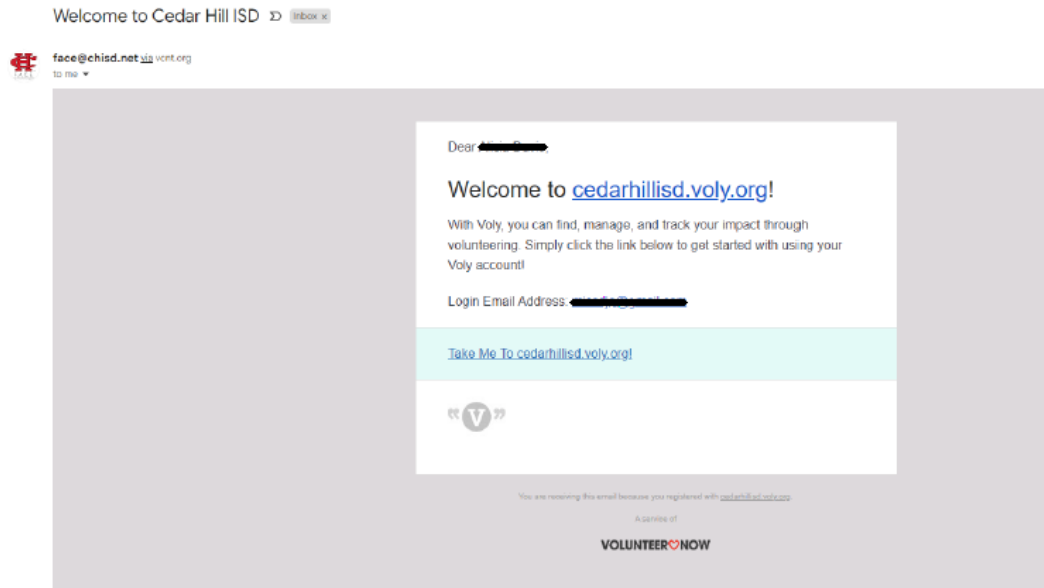
Already Have An Account?
Please log in.

Log In

Volunteer From Anywhere
Now available in the iTunes & Google Play Store


By signing up for a Voly account, you confirm that you are at least 13 years old and that you have read and agreed to the [Voly Terms and Conditions](#).

*Once you create your account, you will receive the email below from face@chisd.net welcoming you to Voly



*Complete the Appropriate Volunteer Application Type

[Find Opportunities](#) [Select Language](#) Welcome back [My Dashboard](#) [Logout](#)

 [My Applications](#) [My Opportunities](#) [My Hours](#) [My Teams](#) [My Profile](#)

You have not met all the requirements in order to volunteer. See [what you still need to complete your application.](#)

MANAGE MY APPLICATIONS

My Applications

Volunteer Type

In order to continue you need to select the type of volunteer you will be. Each type may have additional requirements once selected.

☐ **Parent/Community Member**
All volunteers must complete all required documents before you can sign up for an opportunity.

☐ **Students (Minors ages 13-17)**
All Students (ages 13-17) must complete all required documents before you can sign up for an opportunity.

☐ **CHISD Employees/Substitute**
All CHISD Employees must complete all required documents before you can sign up for an opportunity.

☐ **Classroom Observer/ Student Teacher/ Intern**
All classroom observers/student teachers/interns must complete all required documents before you can sign up for an opportunity.

Save Volunteer Type

***Complete demographic information**

[Find Opportunities](#) [Select Language](#) ▼

Welcome back **XXXXXXXXXX** [My Dashboard](#) [Logout](#)

 [My Applications](#) [My Opportunities](#) [My Hours](#) [My Teams](#) [My Profile](#)

Your volunteer type has been saved

MANAGE MY APPLICATIONS

My Applications

Cedar Hill ISD Volunteer Application

Demographic Information

First Name*

Last Name*

Street Address*

City*

***Complete all additional information**

Additional Information

Click which school(s) where you will be volunteering:*

- ☐ Bessie Coleman Middle School
- ☐ Bray Elementary
- ☐ Cedar Hill High School
- ☐ Cedar Hill Independent School District
- ☐ Collegiate Academy
- ☐ Collegiate High School
- ☐ Collegiate Prep Elementary School
- ☐ High Pointe' Elementary School
- ☐ Highlands Elementary School
- ☐ Lake Ridge Elementary School
- ☐ Plummer Elementary School
- ☐ W.S. Permenter Middle School
- ☐ Waterford Oaks Elementary School

Are you a student at Cedar Hill ISD?

What languages do you speak? (check all that apply)

- ☐ American Sign Language
- ☐ Cambodian
- ☐ Chinese
- ☐ English
- ☐ French
- ☐ Hmong

***Complete all additional information**

Which day(s) are you available to volunteer? (check all that apply)

- ☐ Monday
☐ Tuesday
☐ Wednesday
☐ Thursday
☐ Friday
☐ Saturday

Which volunteer activities are you interested in? (check all that apply)

- ☐ Athletics
☐ Campus Based Events
☐ District Opportunities
☐ Parent Opportunities
☐ Special Events
☐ STEAM

Background Information

Do you have any disciplinary action or investigation pending by an employer, other organization, professional association, or licensing body, for violence, sexual misconduct, or misconduct involving children?*

No

Have you ever been disciplined from any volunteer position or employment for any reason or following an allegation of sexual misconduct, physical aggression, verbal aggression, or other inappropriate behavior or conduct?*

No

Have you ever been reprimanded, or asked to leave or end your membership in an organization in which you were working or volunteering?*

***Complete all additional information, check the box and select Save & Continue**

Have you ever been convicted of, pled guilty to, or pled no contest (nolo contendere) to a criminal offense involving a sexual offense relating to children?*

No

Have you ever been convicted of, pled guilty to, or pled no contest (nolo contendere) to a criminal offense relating to a crime of violence or assault?*

No

Have you ever been required to report or been reported to any organization or registry for abuse or misconduct involving children?*

No

Do you now or have you ever sought out or intentionally viewed child pornography?*

No

Signature

I hereby confirm that Cedar Hill ISD Volunteer Application is complete.

First Name*

[Redacted]

Last Name*

[Redacted]

Today's Date*

[Redacted]

☐ By clicking, I am providing my electronic signature. *

Save & Continue

***Complete demographic information for background check, check the box to submit for the background check, and select Save & Continue**

MANAGE MY APPLICATIONS

My Applications

Background Check Consent

Volunteer Information

Legal First Name*	Legal Middle Name*	Legal Last Name*
<input type="text"/>	<input type="text"/>	<input type="text"/>

If you don't have a middle name, please enter NONE in the field above.

Date of Birth*

Address Information

Street Number*	Street Name*
<input type="text"/>	<input type="text"/>

City*	State*	Zip*
<input type="text"/>	<input type="text"/>	<input type="text"/>


☐ I agree to the [Consent for Criminal Records Check](#) and the [Term and Conditions](#) of this application. I understand that my application will not be processed unless I agree to these terms.

Save & Continue

***This screen will atomically appear; notice the yellow background check request**

[Find Opportunities](#)
[Select Language](#)

Welcome back Alicia! [My Dashboard](#) [Logout](#)


[My Applications](#)
[My Opportunities](#)
[My Hours](#)
[My Teams](#)
[My Profile](#)

You have not met all the requirements in order to volunteer. See what you still need to complete your application.

Your application has been saved

MANAGE MY APPLICATIONS

My Applications

Volunteer Instructions

Thank you for your interest in volunteering for the Cedar Hill ISD. To get started please complete a volunteer application! Click the link below to begin.


Click Here To Complete My Requirements

Requirement	Status	Expiration Date	
Volunteer Type	Active	Never Expires	Update
Cedar Hill ISD Volunteer Application	Active	June 30, 2023	Update
Background Check Consent	Background Check Requested	June 30, 2023	

***Refresh the page and the screen below may appear; the yellow turns green when you pass – many people pass immediately**

[Find Opportunities](#)
[Select Language](#)

Welcome back Alicia!
[My Dashboard](#)
[Logout](#)


[My Applications](#)
[My Opportunities](#)
[My Hours](#)
[My Teams](#)
[My Profile](#)

MANAGE MY APPLICATIONS

My Applications

Volunteer Instructions

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Requirement	Status	Expiration Date	
Volunteer Type	Active	Never Expires	Update
Cedar Hill ISD Volunteer Application	Active	June 30, 2023	Update
Background Check Consent	Background Check Approved	June 30, 2023	

***Or check your email to see if you've received the message below from face@chisd.net – it indicates you have passed your background check and are cleared to volunteer in Cedar Hill ISD**

Congratulations! Your recent volunteer application for Cedar Hill ISD has been cleared. [inbox x](#)

 face@chisd.net via vont.org
to me

Congratulations! Your recent volunteer application for Voly through Cedar Hill ISD has been approved! You are now able to log in to your Voly account to begin signing up for volunteer opportunities. Visit cedarhillisd.voly.org and click on the purple "Login" button to view opportunities. Once there, the link to your student's school will be found below the blue section on your dashboard.

Thank you for supporting our schools! We can't wait to have you on campus!

Family and Community Engagement

Cedar Hill Independent School District
285 Uptown Blvd., Bldg. 306

Cedar Hill, Texas 75104
face@chisd.net



You are receiving this email because you registered with cedarhillisd.voly.org

A service of

VOLUNTEER NOW

***If you fail the background check, you will receive the email below from face@chisd.net with follow-up instructions included in the body of the email:**



Thank you for your interest in volunteering with Cedar Hill ISD. Unfortunately, we are unable to clear you to volunteer at this time. Since the background check conducted was based on a name search and not on actual fingerprint results, we ask that you contact face@chisd.net if you have any questions or need further details, would like to appeal, or can provide additional information that may assist the District in making a final decision on your volunteer status.

Family and Community Engagement

Cedar Hill Independent School District
285 Uptown Blvd., Bldg. 300

Cedar Hill, Texas 75104
face@chisd.net

If you would like to appeal the decision, please follow the link below:

[CHISD_Volunteer_Appeal_Form_English.docx](#)

[CHISD_Volunteer_Appeal_Form_Spanish.docx](#)

You are receiving this email because you registered with cedarhillisd.voly.org, which is a service of

VOLUNTEER♥**NOW**

[Unsubscribe or Update Email Preferences](#)