

## Notes from the Office

September 9, 2023

Beginning now, we have a brand new <u>Volunteer Application</u>. **All volunteers and visitors** will need to apply every two years. Some of you are already in our system. If you have not volunteered in a while, you will want to follow the link and make a quick application so you are ready to volunteer.

All volunteers and visitors will be required to sign in at our new kiosk in the office. You will sign in at the kiosk and a volunteer or visitor badge will print for you. As in the past, please wear that badge in a visible spot. This is how staff and students know that you are safe to be in the building.

If you plan to visit, would like to have lunch with your child, or be in the building and you are **not** volunteering, you also need to fill out the application.

The new system will be familiar to some as we used the same platform in the past. It will automatically log your volunteer hours as you sign in and out. If you would like you can access the <u>Volunteer Login Page</u> from home.

If you have questions, please feel free to call the office at 503-261-4500. We are happy to help!

General Home Access Link to volunteer Login page https://helpcounter-kiosk.com/ci/volunteer/?en=326878589

Volunteer Application

https://helpcounter-kiosk.com/welcome/school\_apply23.php?en=326878589&mode=new

