

## **SCHOOL VOLUNTEERS**

**3.130**

A school volunteer is any nonpaid individual who gives his/her time to a school or school staff member while performing assigned duties. Duties assigned to school volunteers shall be consistent with Florida Statutes and State Board of Education rules.

- I. The school principal and each staff member who is assigned a school volunteer shall be responsible for assigning duties to school volunteers which are consistent with Florida Statutes, State Board of Education Rules, and School Board rules.
- II. The Superintendent shall issue directives concerning school volunteers as may be deemed necessary.
- III. School volunteers shall be subject to background screenings before volunteering that may include a criminal history background check and fingerprinting with the costs paid as determined by the District. Volunteers who will be working with students without direct supervision from school personnel, whether on or off campus—including during day trips or overnight trips—must meet Level 2 screening requirements found in Section 435.04, Florida Statutes. All volunteer athletic coaches are required to have a Level 2 screening. Volunteers working under the direct supervision of school personnel shall, at a minimum, undergo background screenings to include (1) a search of the volunteer's name and/or other identifying information through databases approved by the Superintendent, which may include, but are not limited to, the Dru Sjodin National Sex Offender Public Website and the registration information regarding sexual predators and sexual offenders maintained by the Florida Department of Law Enforcement (FDLE), and (2) a search of the (CCIS) Comprehensive Case Information System database for any criminal history.
  - a No person registered as a sexual predator or sexual offender on the FDLE database shall be allowed to volunteer in any school or at any school function.
  - b No person registered on CCIS that has an open criminal case shall be allowed to volunteer in any school or at any school function.
  - c A person who has been arrested for and is awaiting final disposition of, has found guilty of, regardless of adjudication, or entered a plea of nolo contendere or guilty to, or has been adjudicated delinquent and the record has not been sealed or expunged for, any offense listed in Section 435.04(2) or (3), Florida Statutes, shall not be eligible to be a school volunteer.

- IV. The District may establish a postemployment volunteer program allowing retirees to provide civic, charitable, and humanitarian services during their first six (6) calendar months following retirement without causing the retiree to violate the requirement concerning termination of employment provide the program meets the following criteria:
- a Before the date of retirement, the District and retiree do not enter an agreement or understanding that the retiree will provide any service(s) for the District.
  - b Neither the District no a third party may provide any form of compensation, including in-kind or cash equivalent, to the volunteer retiree for his/her service.
  - c The District may not provide the retiree volunteer any benefits, including health or life insurance benefits as otherwise provided in law.
  - d A volunteer may be provided equipment or a uniform if necessary to complete the task associated with the volunteer program.
  - e The volunteer is limited to providing no more than 20% of the number of hours the volunteer was expected to work per week before his/her date of retirement.
  - f There must be a clear distinction between the duties of a volunteer and the duties of an employee.
  - g The schedule of the volunteer, including the number of hours volunteered and type(s) of assignments agreed to by the volunteer, is controlled by the volunteer.
  - h The District and the retiree are required to maintain adequate records to document compliance with the criteria of the program.
  - i The records must be made available to the department or state board upon request.
  - j At no time shall a volunteer supervise a District employee.

**STATUTORY AUTHORITY:** 1001.41, 1001.42, F.S.

**LAW(S) IMPLEMENTED:** 110.504(4), (5), 435.04, 440.02(15)(d)6, 768.28, 943.04351, 1001.43, 1012.01, F.S.

**STATE BOARD OF EDUCATION RULE(S):** 6A-1.070

**HISTORY:** **ADOPTED:** \_\_\_\_\_  
**REVISION DATE(S):** \_\_10-11-2010, 11/13/2023, 03/10/2025  
**FORMERLY:**