KEYSTONE CENTRAL
SCHOOL DISTRICT
RESPECT FOR YESTERDAY • PRIDE IN TODAY • PLANS FOR TOMORROW

VOLUNTEER APPLICATION

2026-2027

Volunteer's Full Name: _____

Mailing Address: _____
Street City State Zip

Phone Number: _____ **Email:** _____

School (s): _____ **Classrooms/Grades:** _____

Child's Name: _____ **Teacher's Signature:** _____

Child's Name: _____ **Teacher's Signature:** _____

Child's Name: _____ **Teacher's Signature:** _____

Are you a KCSD district employee? YES NO

Please describe the purpose of your application:

Volunteer Signature: _____ **Date:** _____

Principal Signature: _____ **Date:** _____

Please send clearances to Elizabeth Nace, Personnel Secretary- enace@kcsd.k12.pa.us
Clearances are valid for 5 years. Application and disclosure form must be completed *annually*.

KEYSTONE CENTRAL SCHOOL DISTRICT
Volunteer Disclosure Form

Section 1. Personal Information

In accordance with Policy 916, all volunteers must have a disclosure form on file in the building where services are provided. Please complete the following information, and return it to the building in which you are volunteering.

Name: _____ **Phone:** _____

Address: _____

Name of Child: _____ **School:** _____ **Graduation Year:** _____

Description of volunteer or chaperone position assignment:

_____

_____

Name of employee with whom you will be working: _____

- ☐ I have been provided a copy of Board Policy No. 916, *School Volunteers.*
- ☐ As a volunteer to the Keystone Central School District, I understand that I am **not an employee** and will not receive any monetary compensation for the work that I perform.
- ☐ I agree to follow all safety rules and all instructions from my supervisor. I understand that if I do not follow such rules and/or instructions, I may be terminated as a district volunteer without formal or due process proceedings.
- ☐ I understand that in the course of volunteer service with the Keystone Central School District, I have a responsibility to maintain the confidentiality of any employee or student information that I may have 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 academic or other confidential information regarding students or employees with anyone. Any breach of confidentiality will be carefully reviewed and, if substantiated, could result in termination of volunteer involvement with the school district, and may result in legal action.
- ☐ By checking this box I state that my Child Abuse History Certification and PA Criminal Background Certification clearances are up to date and were obtained within the last 60 months.
- ☐ By checking this box, I state that I have lived in the state of Pennsylvania for the last 10 years (a FBI Federal Criminal History Report must be obtained if you have lived in PA for less than 10 years).
- ☐ My signature below indicates that I understand the conditions stated above, that I have been provided the above-mentioned policy, that I will follow all applicable rules, procedures, policies and instructions, and that all information provided by me is true. I have read and understand the policy and that I herby agree to comply with and be bound by the policy.

_____ _____

Volunteer Signature ***Date***

Section 2. Report of Arrest or Conviction

☐ By checking this box, I report that I have been arrested for or convicted of an offense enumerated under 24 P.S. §1-111(e) ("Reportable Offense(s). See below for a list of Reportable Offenses. If you have none to report, proceed to Section 3 of this form.

Details of Arrests or Convictions

For any arrest or conviction of any Reportable Offense, specify in the space below (or on additional attachments if necessary) the crime for which you have been arrested or convicted, the date and location of arrest and/or conviction, and the applicable court.

_____

Section 3. No Arrest or Conviction

☐ By checking this box, I state that I have never been arrested for or convicted of any Reportable Offense.

Section 4. Certification

By signing this form, I certify under the penalty of law that the statements made in this form are true, correct and complete. I understand that false statements herein, including, without limitation, any failure to accurately report any arrest or conviction for a Reportable Offense, shall subject me to criminal prosecution under 18 Pa. C.S. §4904, relating to unsworn falsification to authorities.

_____ _____

Volunteer Signature *Date*

LIST OF REPORTABLE OFFENSES

A reportable offense enumerated under 24 P.S. §1-111(e) consists of any of the following:

(1) An offense under one or more of the following provisions of Title 18 of the Pennsylvania Consolidated Statutes:

- Chapter 25 (relating to criminal homicide)
- Section 2702 (relating to aggravated assault)
- Section 2709.1 (relating to stalking)
- Section 2901 (relating to kidnapping)
- Section 2902 (relating to unlawful restraint)
- Section 2910 (relating to luring a child into a motor vehicle or structure)
- Section 3121 (relating to rape)
- Section 3122.1 (relating to statutory sexual assault)
- Section 3123 (relating to involuntary deviate sexual intercourse)
- Section 3124.1 (relating to sexual assault)
- Section 3124.2 (relating to institutional sexual assault)
- Section 3125(relating to aggravated indecent assault)
- Section 3126 (relating to indecent assault)
- Section 3127 (relating to indecent exposure)
- Section 3129 (relating to sexual intercourse with animal)
- Section 4302 (relating to incest)
- Section 4303 (relating to concealing death of child)
- Section 4304 (relating to endangering welfare of children)
- Section 4305 (relating to dealing in infant children)
- A felony offense under section 5902(b) (relating to prostitution and related offenses)
- Section 5903(c) or (d) (relating to obscene and other sexual materials and performances)
- Section 6301(a)(1) (relating to corruption of minors)
- Section 6312 (relating to sexual abuse of children)
- Section 6318 (relating to unlawful contact with minor)
- Section 6319 (relating to solicitation of minors to traffic drugs)
- Section 6320 (relating to sexual exploitation of children)

(2) An offense designated as a felony under the act of April 14, 1972 (P.L. 233, No. 64), known as "The Controlled Substance, Drug, Device and Cosmetic Act."

(3) An offense SIMILAR IN NATURE to those crimes listed above in clauses (1) and (2) under the laws or former laws of:

- the United States; or
- one of its territories or possessions; or
- another state; or
- the District of Columbia; or
- the Commonwealth of Puerto Rico; or
- a foreign nation; or
- under a former law of this Commonwealth.

A reportable offense enumerated under 24 P.S. §1-111(f.1) consists of any of the following:

(1) An offense graded as a felony offense of the first, second or third degree, other than one of the offenses enumerated under 24 P.S. §1-111(e), if less than (10) ten years has elapsed from the date of expiration of the sentence for the offense.

(2) An offense graded as a misdemeanor of the first degree, other than one of the offenses enumerated under 24 P.S. §1-111(e), if less than (5) five years has elapsed from the date of expiration of the sentence for the offense.

(3) An offense under *75 Pa.C.S. § 3802(a)*, (b), (c) or (d)(relating to driving under influence of alcohol or controlled substance) graded as a misdemeanor of the first degree under *75 Pa.C.S. § 3803* (relating to grading), if the person has been previously convicted of such an offense and less than (3) three years has elapsed from the date of expiration of the sentence for the most recent offense.