SCHOOL VOLUNTEER

APPLICATION PACKET



26
-
27

DOUGLAS COUNTY SCHOOL DISTRICT

Douglas County School District
EMPOWER • PREPARE • INSPIRE • CONNECT

1638 Mono Avenue
Minden, NV 89423
P: 775 • 782 • 5134
F: 775 • 782 • 3162
www.dcsd.net

Dear Volunteer,

Volunteers play a vital role and donate hundreds of hours every year in supporting the staff, students, and programs of our schools in the Douglas County School District. We are truly thankful that you already are a volunteer or have expressed an interest in volunteering in our district schools.

It is a priority within the Douglas County School District that all our children are provided a safe and secure education. To insure that all volunteers are suited to promote this priority, the District requires all volunteers to complete an application process, and in accordance with State law, must submit to a state criminal records check. Background checks must be completed every five (5) years.

A Douglas County School District volunteer is defined as an individual who provides service to students, staff or school/district operations without compensation. All volunteers in the school district who will be responsible for a child's welfare or will have contact with students on a regularly scheduled and/or continuing basis will be required to submit a volunteer packet. This packet is available at each school site, the Douglas County School District main office, or online at www.dcsd.net. Paperwork for the state criminal records check is available only at the Douglas County School District main office.

Volunteer applications can be submitted directly to the Douglas County School District or to the school sites. We again thank you for your interest in being a volunteer in the Douglas County School District. Our approval process supports DCSD's commitment to student safety. Please call Human Resources Department at (775) 782-7177 should you have any questions regarding volunteering in the Douglas County School District.

Sincerely,
Human Resources

Employee or Volunteer Emergency Information

In order to be sure that all personnel files are kept current on a regular basis, Human Resources needs the following information on all employees and volunteers. Please notify us of changes as they occur.

Please Print Clearly.

Today's Date: _____

Volunteer Name:

Last: _____ First: _____

Home Address:

_____

Street Address City State Zip Code

Mailing Address:

_____

Street Address City State Zip Code

Phone Number:

Home : _____ Cell: _____

Social Security Number: _____ **Date of Birth:** _____

Work/Volunteer Assignment:

Location:_____ Position:_____

Emergency Contact:

Name:_____ Phone Number: _____

Relationship:_____

Primary Physician: _____ Phone Number:_____

Date of Application:_____

Volunteer Application

1638 Mono Avenue, Minden, NV 89423

Phone: (775) 782-7177 Fax: (775) 782-8351

This volunteer application form must be completed and approved prior to volunteering. Return the completed application with a copy of your photo ID to the Douglas County School District at 1638 Mono Avenue, Minden, Nevada. Allow 6 weeks for fingerprint background check to come back.

ALL VOLUNTEERS MUST BE FINGERPRINTED UPON INTIAL APPLICATION

(VOLUNTEERS WILL NEED TO BE FINGERPRINTED EVERY 5 YEARS AFTER THEIR INITIAL APPLICATION)

Purpose of Volunteering

Location/School: _____ Program/Purpose: _____

Location/School: _____ Program/Purpose: _____

I am a (please check all that apply):

Parent/Legal Guardian of a student attending a DCSD School ☐ Community Volunteer

Former DCSD Employee ☐ Practicum Student

If you are a parent, guardian, or caretaker, please list student(s) and teacher(s) names:

Student Name: _____ Teacher Name: _____

Student Name: _____ Teacher Name: _____

Student Name: _____ Teacher Name: _____

If you are volunteering as part of a community organization or business member, list name(s) of the organization or business:

Organization/Business: _____ Phone: _____

Organization/Business: _____ Phone: _____

Volunteer Demographics

Name: _____

(Last Name, First Name, Middle Initial. ENTER EXACTLY AS IT APPEARS ON YOUR PHOTO IDENTIFICATION)

Phone: _____ Email: _____

Physical Address: _____

(Street, City, State, Zip Code)

Mailing Address: _____

If different from above

Date of Birth: _____ Social Security Number: _____

(Mandatory) (Mandatory)

References

If you are NOT a parent, guardian, or caretaker, please provide two (2) non-relative references:

Name	Relationship	Phone

Convictions

PLEASE READ CAREFULLY: In answering the following questions, please be advised that if you are granted permission to volunteer with the District, a set of your fingerprints will be taken and forwarded to the Federal Bureau of Investigation (FBI) and/or the Nevada Highway Patrol, Criminal Information Services Section, for processing. Thus, it is important that you answer each question with complete honesty. If you are in doubt about a past event, it is better to list it. LACK OF REQUESTED INFORMATION IS BASIS FOR REJECTING ANY VOLUNTEER APPLICATION OR TERMINATION OF THE RIGHT TO VOLUNTEER SHOULD UNLISTED CONVICTION(S) BECOME KNOWN AT A FUTURE DATE.

Have you ever been convicted of?

1. A misdemeanor, a gross misdemeanor or felony (excluding juvenile adjudication)? Yes No
2. A moving violation within the last five years? Yes No
3. Have you ever had any credential or driver license suspended or revoked? Yes No

* If yes to any of the above, you must attach a statement giving date(s), time(s), location(s), circumstance(s), and dollar amount of fine(s). Including any conditions of parole and/or probation. A criminal conviction is not an automatic bar to volunteering. Each case is considered on its individual merits.

Emergency Information

In Case of Emergency Contact:

Name	Relationship	Phone

Emergency Medical Information/Conditions (i.e. Asthma):

_____

_____

_____

PLEASE ATTACH A COPY OF YOUR DRIVER'S LICENSE OR STATE ID TO THIS APPLICATION

Do you have any questions? Contact Human Resources, 1638 Mono Avenue, Minden, Nevada 89423

Phone: 775-782-5134 Fax: 775-782-8351

District Office Use Only

Valid Driver's License √ _____ Social Security √ _____ Fingerprint √ _____

Notes:

_____

_____

_____

_____

Douglas County School District
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Non-Discrimination Policy

The Douglas County School District Board of Trustees supports equal educational opportunity for students free from discrimination based upon race, color, religion, sex, sexual orientation, disability or national origin (Board Policy No. 103). This concept of equal opportunity serves as a guide for staff in making a decision relating to school facilities, and selection of educational material, equipment, curriculum, and regulations affecting students.

In support of this policy and in compliance with the requirements of federal law, no student will be required to attend meetings solely based on the student's race, color, religion, sex, sexual orientation, disability, or national origin.

I received a copy of Board Policy 103 for my records.

Print Name: _____

Signature: _____

Date: _____

POLICY

No. 103

Board of Trustees
Douglas County School District

OBJECTIVES

EQUAL EDUCATIONAL OPPORTUNITY

Douglas County School District (the School District) does not discriminate on the basis of race, creed/religion, color, national or ethnic origin, sex (including pregnancy), gender identity or expression, genetic information, sexual orientation, disability, marital status, age, veterans or military status, or political affiliation in admission to or access to, treatment or employment, or participation in its programs and activities, and provides equal access to the Boy Scouts of America and other designated youth groups, pursuant to federal and state laws including, but not limited to, Title VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, Title II of the American with Disabilities Act of 1990, the Individuals with Disabilities Education Improvement Act (IDEA), and the Boys Scouts of America Equal Access Act.

In keeping with requirements of federal and state law, Douglas County School District strives to remove any vestige of discrimination in employment, assignment and promotion of personnel; in educational opportunities and services offered students; in student assignment to schools and classes; in student discipline; in location and use of facilities; in educational offerings and materials; and in accommodating the public at public meetings.

Notice of Nondiscrimination on the Basis of Sex Under Title IX
Douglas County School District does not discriminate on the basis of sex in the education program or activity that it operates, and the school district is required by Title IX and 34 CFR Part 106 not to discriminate in this manner. The requirement not to discriminate in the school district's education program or activity extends to employment.

Inquiries about the application of Title IX and the Title IX regulations to Douglas County School District may be referred to the school district's Title IX Coordinator, or to the Assistant Secretary at the U.S. Department of Education, or both.

The school district has designated the following employee to coordinate its efforts to comply with Title IX. The school district's Title IX Coordinator is:

Executive Director of Human Resources
1638 Mono Avenue
Minden, Nevada 89423
(775) 782-7177

VOLUNTEER COPY

The Assistant Secretary may be contacted at:

Assistant Secretary for Civil Rights
U.S. Department of Education
400 Maryland Ave., S.W.
Washington, D.C. 20202

Notice of Nondiscrimination on the Basis of Disability
Douglas County School District shall ensure that no qualified person with a disability shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program of the school district. Douglas County School District, in providing any aid, benefit, or service, shall not, directly or through contractual, licensing, or other arrangements, on the basis of disability:

a. deny a qualified person with a disability the opportunity to participate in or benefit from the aid, benefit, or service;

b. afford a qualified person with a disability an opportunity to participate in or benefit from the aid, benefit, or service that is not equal to that afforded others;

c. provide a qualified person with a disability with an aid, benefit, or service that is not as effective as that provided to others;

d. provide different or separate aid, benefits, or services to persons with disabilities or to any class of disabled persons unless such action is necessary to provide qualified handicapped persons with aid, benefits, or services that are as effective as those provided to others;

e. deny a qualified person with a disability the opportunity to participate as a member of planning or advisory boards; or

f. otherwise limit a qualified person with a disability in the enjoyment of any right, privilege, advantage, or opportunity enjoyed by others receiving an aid, benefit, or service.

Prohibition on Retaliation

Douglas County School District is committed to providing an educational and work environment that is free from all forms of retaliation. The school district prohibits and will not tolerate retaliation against any employee or student who brought a claim of discrimination, participated in an investigation, proceeding or hearing concerning a claim of discrimination, or who in good faith has opposed a practice he or she reasonably believes constituted prohibited discrimination. The school district will take prompt and equitable action to eliminate such retaliation.

Grievance Procedures

The school district has established grievance procedures and processes to address allegations of discrimination, including harassment.

Employee Complaints:

1. For employee complaints alleging bullying, harassment, sexual harassment (except sexual harassment prohibited by Title IX), intimidation, discrimination and/or retaliation, see the procedures in Administrative Regulation 543.

2. For employee complaints alleging sexual harassment prohibited by Title IX, see the grievance process in Board Policy 117.

Student Complaints:

1. For student complaints alleging bullying and/or cyber-bullying (except sexual harassment prohibited by Title IX), see the procedures in Board Policy 543.

2. For student complaints alleging sexual harassment prohibited by Title IX, see the grievance process in Board Policy 117.

3. For student complaints alleging discrimination, including harassment, based on disability, see the procedures in Board Policy 103.

Other Complaints:

1. For all other complaints alleging discrimination, including harassment, see the grievance procedures in the Administrative Regulation accompanying this Board Policy 103.

If an employee or volunteer has reasonable cause to believe that sexual harassment in violation of Title IX arises to abuse or neglect under NRS 432B and/or NRS 392.275 *et seq.*, such misconduct will be reported to law enforcement officials and/or Child Protective Service agency personnel in accordance with the procedures set forth in Board policies and regulations concerning mandatory reporting. These procedures are addressed in Board Policy 510.

Contact Information

For student-related disability discrimination concerns, contact the following person:

Executive Director of Special Services
Douglas County School District
1638 Mono Avenue
Minden, Nevada 89423
(775) 265-5262

For all other concerns, including any arising under Title IX, contact the following person:

Executive Director of Human Resources
Douglas County School District
1638 Mono Avenue
Minden, Nevada 89423
(775) 782-7177

See the Administrative Regulation related to this Policy

Reference:
NRS 613.310-613.435
NRS 281.370
NRS 338.125

Date Adopted: 8/12/80
Date Revised: 11/10/81
Date Revised: 05/17/00
Date Revised: 11/10/20

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Student Information Confidentiality Requirements - FERPA

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that protects the privacy of students' education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

Generally, schools must have written permission from the parent or eligible student in order to release any information from a student's education record.

Student files, disciplinary reports, extensive student data stored in Infinite Campus, assessment data files, and grade reports are not to be accessed or shared unless for the purpose of completing an assigned project.

Accessing this information for personal use is prohibited. Sharing or discussing any of this information with anyone not authorized to have access or who does not have legitimate need to know this information, is grounds for disciplinary action up to and including termination. Unlawful activities may result in criminal prosecution.

If in doubt as to with whom you can share student information, or what constitutes a legitimate need to know student information, please check with the site principal, department supervisor, or the Director of Special Services.

By signing below, I am acknowledging that I have read and understand the above Student Information Confidentiality Requirements – FERPA. I understand that violations of the Student Information Confidentiality Requirements may result in disciplinary action up to and including termination.

_____

Printed Name

_____ _____

Signature Date

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By signing below, I am acknowledging that I have read and understand the above Student Information Confidentiality Requirements – FERPA. I understand that violations of the Student Information Confidentiality Requirements may result in disciplinary action up to and including termination.

_____

Printed Name

_____ _____

Signature Date

VOLUNTEER COPY

VOLUNTEER COPY

ANNUAL NOTIFICATION OF RIGHTS UNDER
THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. These rights are as follows:

1. The right to inspect and review the student's education records within 45 days of the day the Douglas County School District receives a request for access.

   Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The school principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.

2. The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading.

   Parents or eligible students may ask the Douglas County School District to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the District decides not to amend the record as requested by the parent or eligible student, the District will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when notified of the right to a hearing.

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception, which permits disclosure without consent, is disclosure to school officials with legitimate educational interests. A school official is a person employed by the District as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a counselor, a school psychologist; a person serving on the School Board; a person or company with whom the District has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.

   Upon request, the School discloses education records without consent to officials of another school, school system, or institution of postsecondary education where the student seeks or intends to enroll.

4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school to comply with the requirements of FERPA. The federal office that administers FERPA is:

   Family Policy Compliance Office
   U.S. Department of Education
   400 Maryland Avenue, SW
   Washington, DC 20202-4605

In addition, the Family Educational Rights and Privacy Act (FERPA), a Federal law, requires that Douglas County School District, with certain exceptions, obtain your written consent prior to the disclosure of personally identifiable information from your child's education records. However, Douglas County School

District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary in accordance with District procedures. The primary purpose of directory information is to allow the Douglas County School District to include this type of information from your child's education records in certain school participations. Examples include:

- A playbill, showing your student's role in a drama production;
- The annual yearbook;
- Honor roll or other recognition lists;
- Graduation programs; and
- Sports activity sheets, such as for wrestling, showing weight and height of team members.

Directory information, which is information that is generally not considered harmful or an invasion of privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. Outside organizations include, but are not limited to, companies that manufacture class rings or publish yearbooks. In addition, two federal laws[1] require the DCSD to provide military recruiters and institutions of higher education upon request, with three directory information categories-names, addresses and telephone listings-unless parents have advised the DCSD that they do not want their student's information disclosed without their prior written consent. If you do not want DCSD to disclose directory information from your child's education records without your prior written consent, you must notify the District in writing. DCSD has designed the following information as directory information:

- Student name
- Address (military & institutions of higher education only)
- Telephone listing (military recruiters & institutions of higher education only)
- Major field of study
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams
- Degrees, honors, and awards received
- Photograph

For additional information, please contact the DCSD Special Services Office, at 775-782-4355, or write to:

Special Services Office
P.O. Box 1888
Minden, NV 89423

[1] These laws are: Section 9528 of the ESEA (20 U.S.C. 7908), as amended by the No Child Left Behind Act of 2001 (P.L. 107-110), the education bill, and 10 U.S.C. 503, as amended by section 544, the National Defense Authorization Act for Fiscal Year 2002 (P.L. 107-107), the legislation that provides funding for the Nation's armed forces.

POLICY

No. 112

Board of Trustees
Douglas County School District

OBJECTIVES

SEXUAL HARASSMENT

It is the resolve of the Douglas County School District to maintain a learning and working environment within its schools, buses, facilities and at District sponsored events that is free from sexual harassment.

The District will not tolerate any form of verbal, physical, written, or graphical conduct/behavior(s) of a sexual nature and is committed to identifying and correcting practices and policies that perpetuate negative behaviors. This commitment includes the actions and behaviors of students, faculty and staff, coaches and volunteers, families, and other visitors to District facilities and events.

It shall be a violation of this policy for any member of the Douglas County School District community to harass another staff member or student through conduct or communication of a sexual nature.

The Superintendent shall develop regulations to enforce this policy.

See Administrative Regulation 112 related to this policy
See Administrative Regulation 541 related to this policy

Reference: NRS 33.200 – 33.360
Title IX, Education Amendments of 1972

Adopted: 02/89
Revised: 05/18/94
06/13/06
09/08/15

I have read and received a copy of Board Policy 112, and understand its implications to my ability to volunteer with the Douglas County School District. I understand that this signed email will be placed in my volunteer file as record of my having received a copy of this policy.

Volunteer Name _____ Date _____

POLICY

No. 112

Board of Trustees
Douglas County School District

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Volunteer Name _____ Date _____

VOLUNTEER COPY

POLICY

No. 337

Board of Trustees
Douglas County School District ALL EMPLOYEES

MANDATORY SELF-REPORTING BY STAFF

REPORTING ARRESTS AND CONVICTIONS

All employees and volunteers are required to immediately self-report to the Director of Human Resources (or his/her designee) any arrest on allegation of having committed: any felony; any crime involving moral turpitude; any assault or battery upon a child; any misdemeanor except for traffic citations, but to include DUI and any violation that results in suspension or revocation of driver's license.

Employees and volunteers must report to the Director of Human Resources within one school/work day any convictions, guilty or nolo contendere pleas, or deferred adjudications on such charges of such arrest or disposition.

Arrests and convictions shall not automatically impact the employee's employment or the volunteer's assignment. The District will make an assessment of the effect of the arrest and/or conviction to the essential duties of the position held by the employee or the volunteer.

All employees and volunteers are required to immediately report to their supervisor or manager if they are under investigation by a licensing board or other regulatory entity for actions related to their employment.

An employee or volunteer must immediately notify his/her supervisor or manager of any suspension, restriction, or revocation of his/her driver's license, permit, or other license or certification required for the performance of his/her job.

See Administrative Regulation Related to this Policy

Reference: NRS 391.056
Adopted: April 14, 2015
Revised: June 9, 2015

I have read and received a copy of Board Policy 337, and understand its implications to my ability to volunteer with the Douglas County School District. I understand that this signed email will be placed in my volunteer file as record of my having received a copy of this policy.

Volunteer Name _____ Date _____

POLICY

No. 337

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Volunteer Name _____ Date _____

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REQUIREMENT TO REPORT CHILD ABUSE OR NEGLECT ACKNOWLEDGEMENT

As regulated in NRS 432B.220, you are hereby notified that as a requirement of your current position, if you know or have a reasonable cause to believe that a child has been abused or neglected, you are required to report your belief to an agency providing child welfare services or to a law enforcement agency no later than twenty-four (24) hours after you know or have reasonable cause to believe abuse or neglect has occurred. Personal specified by NRS 432B.220 include, but are not limited to:

- A person employed by a public school or private school and any person who serves as a volunteer at such a school.
- A person providing services licensed or certified in the state of Nevada.
- Personnel of a licensed medical facility who are engaged in the admission, examination, care or treatment of persons; or an administrator, manager or other persons in charge of the facility upon notification of a member of the staff.
- A coroner
- A member of the clergy, practitioner of Christian Science or religious healer, unless the person has acquired the knowledge of the abuse or neglect from the offender during a confession.
- Any person who maintains or is employed by a facility or establishment that provides care for children, children's camp or other public or private facility, institution or agency furnishing care to a child.
- Any person licensed to conduct a foster home.
- Any person who maintains, is employed by or serves as a volunteer for an agency or service which advises persons regarding abuse or neglect of a child and refers them to persons and agencies where their requests and needs can be met.
- Any person who is employed by or serves as a volunteer for a youth shelter.
- Any officer or employee of a law enforcement agency or an adult or juvenile probation officer.
- Any adult person who is employed by an entity that provides organized activities for children.

Failure to comply with the requirements for mandatory reporting is punishable by law under NRS 432B.240.

I acknowledge my position requires me to report my reasonable belief that a child has been abused or neglected.

_____	_____
Printed Name	Signature

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- A person employed by a public school or private school and any person who serves as a volunteer at such a school.
- A person providing services licensed or certified in the state of Nevada.
- Personnel of a licensed medical facility who are engaged in the admission, examination, care or treatment of persons; or an administrator, manager or other persons in charge of the facility upon notification of a member of the staff.
- A coroner
- A member of the clergy, practitioner of Christian Science or religious healer, unless the person has acquired the knowledge of the abuse or neglect from the offender during a confession.
- Any person who maintains or is employed by a facility or establishment that provides care for children, children's camp or other public or private facility, institution or agency furnishing care to a child.
- Any person licensed to conduct a foster home.
- Any person who maintains, is employed by or serves as a volunteer for an agency or service which advises persons regarding abuse or neglect of a child and refers them to persons and agencies where their requests and needs can be met.
- Any person who is employed by or serves as a volunteer for a youth shelter.
- Any officer or employee of a law enforcement agency or an adult or juvenile probation officer.
- Any adult person who is employed by an entity that provides organized activities for children.

Failure to comply with the requirements for mandatory reporting is punishable by law under NRS 432B.240.

I acknowledge my position requires me to report my reasonable belief that a child has been abused or neglected.

_____	_____
Printed Name	Signature

VOLUNTEER COPY

POLICY

No. 450

Board of Trustees
Douglas County School District

PERSONNEL

PREVENTION OF SEXUAL MISCONDUCT TOWARDS STUDENTS

The District prohibits and will not tolerate any form of sexual misconduct (including sexual abuse, sexual molestation, and sexual harassment) toward students on the part of District employees, administrators, officials, volunteers, or third parties.

This policy expands upon, and is established in addition to, the District policy on the prevention of unlawful harassment. Because the District has a particular interest in maintaining student safety and well-being, it has established this additional policy to specifically address sexual misconduct toward students.

Ref: NRS 391.311, NRS 201.540, NRS 201.195, NRS 201.230, NRS 200.366, NRS 200.368, NRS 201.560, NRS 432B.220

Adopted: 12/8/15

My signature indicates that I have read, understand, and received a copy of this policy.

Print Name: _____

Signature: _____ Date:_____

POLICY

No. 450

Board of Trustees
Douglas County School District

PERSONNEL

PREVENTION OF SEXUAL MISCONDUCT TOWARDS STUDENTS

The District prohibits and will not tolerate any form of sexual misconduct (including sexual abuse, sexual molestation, and sexual harassment) toward students on the part of District employees, administrators, officials, volunteers, or third parties.

This policy expands upon, and is established in addition to, the District policy on the prevention of unlawful harassment. Because the District has a particular interest in maintaining student safety and well-being, it has established this additional policy to specifically address sexual misconduct toward students.

Ref: NRS 391.311, NRS 201.540, NRS 201.195, NRS 201.230, NRS 200.366, NRS 200.368, NRS 201.560, NRS 432B.220

Adopted: 12/8/15

My signature indicates that I have read, understand, and received a copy of this policy.

VOLUNTEER COPY

Print Name: _____

Signature: _____ Date:_____

NEXT STEPS

Thank you for taking the time to complete the Volunteer Packet. To finalize your application, please visit the District Office to receive your fingerprint paperwork. This final step is required to complete your volunteer registration process.

For any questions or assistance, feel free to contact the District Office at 775-782-5134.

District Office Address:

1638 Mono Ave.
Minden, Nevada 89423

Please note: After you pick up your fingerprint paperwork from the District Office, all fingerprinting MUST be completed at the Douglas County Sheriff's Office.

Douglas County Sheriff's Office Address:

1038 Buckeye Rd.
Minden, NV 89423

DOUGLAS COUNTY SCHOOL DISTRICT