

CONRAD WEISER AREA SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: VOLUNTEERS

ADOPTED: June 17, 2009

REVISED: July 11, 2012

916. VOLUNTEERS	
1. Purpose	The Board recognizes the valuable talent and skills of community members that may enrich the educational, cocurricular and extracurricular activities of students.
2. Definitions	<p>For the purposes of this policy a school volunteer is one who assists in classroom activities and curriculum related projects during the school day under direct teacher supervision.</p> <p>Athletic volunteers are those who regularly assist coaches in an athletic activity and provide services on a regular or daily basis during a sports season. Athletic volunteers may work directly with student athletes on activities and techniques. While they are under the direction of a paid coaching staff, they may, on occasion, have direct contact with students in the absence of direct supervision of paid coaches.</p>
3. Authority	<p>The Board may adopt and enforce reasonable rules and regulations to govern school volunteers' participation in the activities of the district. In this regard, the Board recognizes that there are differences between a volunteer who may assist in classroom activities under the direct supervision of a teacher and volunteers who regularly assist in athletic activities and who may work directly with students without direct supervision.</p> <p>The Board shall approve all athletic volunteers.</p>
4. Delegation of Responsibility	The Superintendent shall maintain supervisory control over the program and shall provide for administrative guidelines to facilitate the implementation of volunteer services in each school.
5. Guidelines	<p>Guidelines may be altered to meet unique situational needs.</p> <p>School volunteers shall not be asked to assume the professional responsibilities of the school staff, but work under the direction of the staff members requesting help in activities which are supportive, reinforcing or enriching in nature.</p>

All requests for athletic volunteers shall be submitted to the Superintendent by the Director of Athletics prior to the first day of practice or prior to the athletic volunteer beginning to work with the student athletes. No athletic volunteer shall perform any service with regard to the sports program until after s/he has been approved by the Superintendent for that volunteer position.

School volunteers shall not be involved in the direct disciplinary action involving a student or the administration of first aid, except in an emergency situation.

Volunteers who assist in curricular, cocurricular or extracurricular activities under the direct supervision of school staff shall not be required to provide Act 34, Act 151, or Federal Criminal History (FBI fingerprint) clearances prior to their performing volunteer service.

Volunteers assisting in curricular, cocurricular or extracurricular activities in the context of an overnight field trip or regularly scheduled volunteer activities who may have direct supervision over students shall comply with the mandatory criminal history background check requirements under Act 34 of 1985, the mandatory official clearance statement requirements of Act 151 of 1994, and the Federal Criminal History (FBI fingerprint) clearance.

No candidate for an athletic volunteer position shall be appointed until such candidate has complied with the mandatory criminal history, child abuse, and Federal criminal history (FBI fingerprint) background check requirements and the district has had an opportunity to evaluate the results.

Volunteers shall not participate in a classroom, cocurricular or extracurricular activity without the prior knowledge and approval of the building principal.

School volunteers, who require background clearances for overnight or regularly scheduled volunteer activities, shall be reported to the building principal who shall approve their participation as volunteers. The names of these individuals shall be reported to the Superintendent.

Athletic volunteers may begin performing their duties only upon the Superintendent's approval. The Board retains the right to withdraw approval for any athletic volunteer approved by the Superintendent with or without cause. If approval for a volunteer is withdrawn by the Board, the athletic volunteer shall immediately cease performing volunteer services for an athletic activity.

When any member of the district administration becomes aware that an athletic volunteer is performing services without approval of the Superintendent, the administrator shall immediately remove the athletic volunteer from the activity and shall immediately report the same to the Superintendent.

Limits on the number of athletic volunteers that may be used in specific sporting activities may be established from time to time by the Board. Where the Board has not established limits on the number of athletic volunteers, a coach in any sport may request approval for the number of volunteers which the level of student participation requires or which can effectively support the paid coaching staff. Coaches should not request approval for more athletic volunteers than the paid coaching staff can appropriately supervise. The Board delegates to the Superintendent the right to limit the number of athletic volunteers for any specific sporting activities at any time that, in the opinion of the Superintendent, effective supervision of volunteers is lacking.