

NORTH PENN SCHOOL DISTRICT

School Board Policy

6162(a)

INSTRUCTION

Reference: Administrative Regulation #6162

Elementary and Secondary

School Volunteers

The board recognizes that community volunteers can make valuable contributions to the educational program. The use of community volunteers is endorsed by the board, subject to legal requirements and administrative procedures.

The board authorizes the selection and use of parents, community members, and others as volunteers to assist and supplement regular district staff. The board defines a North Penn School District Volunteer as an adult individual who provides a service to students, staff or school/district operations without compensation. Examples of volunteer activities include chaperoning field trips, assisting at classroom or school events, reading in classrooms, shelving books in the library and office support with photocopying.

A volunteer is not considered an employee of the school district. A volunteer shall receive no wages or other consideration which has a monetary value for the performance of volunteer services. The volunteer position is not a right, but rather a privilege that is conferred by the board and the administration. As such, any volunteer position or volunteer may be eliminated at any time.

Volunteers do not assume the responsibilities of school district staff but may, under the direction of the school principal(s), teachers, or coaches, provide assistance in an approved and appropriate school level activity such as tutoring, demonstrating, chaperoning, monitoring, speaking, reading, athletic activities and similarly appropriate activities.

Volunteers shall report all incidents of suspected child abuse in accordance with board policy and administrative regulations.

Clearance/Certification Requirements

Effective immediately, a North Penn School District Volunteer who will be responsible for a child's welfare or will have direct volunteer contact with children on a regular and repeated basis must submit the following clearances/certifications to the district for review prior to commencing or continuing his/her volunteer service:

- PA Child Abuse History Clearance;
- PA State Police Criminal Background Check; and
- Either a North Penn School District Volunteer Affirmation or a Report of Federal Criminal History Record (fingerprinting)

A prospective North Penn School District Volunteer who will have direct contact with students for ten (10) or more hours per week is also required to submit the results of a tuberculin (TB) skin test prior to beginning volunteer service.

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When the district, in its sole discretion and in accordance with law, determines that the nature of a volunteer position requires that an applicant for that position must submit clearance/certification materials, the district will make a determination as to whether the applicant is properly qualified to serve. Volunteers who are required to obtain and submit clearances/certifications must provide updated clearances/certifications to the district every 60 months.

Provisional Volunteers

The board authorizes the superintendent to approve, on a case-by-case basis, individuals to serve as provisional volunteers without requiring them to submit background clearances pursuant to this Policy. However, the superintendent may only approve provisional volunteers to the extent permitted by law. Provisional volunteers who enter a district school as part of their volunteer service shall be required to submit to all security protocols required of other school visitors and shall be accompanied by district staff at all times.

Policy:

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Amended: July 15, 1976

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