

POLICY: IICC
Approved: March 23, 1998
Revised: December, 2001

VOLUNTEERS

The use of volunteer help in the School District is encouraged. Volunteers may come from many sources, but primarily will be drawn from individual parents, parent-teacher organizations and community groups known to the school and by the community. All volunteers, whether offering their services individually or in groups, must have as their goal helping all students to succeed in the public school system. Any individual or group who demonstrates an intent to advance any religious, political or other non-educational goals will not be permitted to volunteer their services or time within the School District.

When acting on behalf of the School District, each volunteer is responsible for following the policies, procedures and practices of the District, including maintaining the confidentiality of staff, students and District issues and concerns. Volunteers are held to the same standards of conduct as School District staff.

REGULAR VOLUNTEERS

Definition: a regular school volunteer for the purpose of this policy is an individual who regularly and on a continuous basis or on a scheduled basis assists school children and teachers. Individuals providing infrequent assistance to the District's schools such as sharing career information, travel experiences or hobbies are not considered regular volunteers for the purpose of this policy.

Applications: Individuals who are **not** a parent, step-parent or blood relative of an enrolled student and who seek to serve as regular volunteers after June 1, 2002, or have not already served as volunteers after June 1, 2002, must complete a Volunteer Application.

Volunteer Directory: The principal in each school, with the assistance of teachers and the parent organization, must maintain a list of regular school volunteers. This directory is only for the use of the school.

Each school will be responsible for recruiting and maintaining their regular volunteer staff or volunteer program, in accordance with the school's specific needs. Volunteer staff are not required to have a TB test or physical exam. Volunteers consistently working in the health room are required to have CPR and Red Cross certification prior to accepting such a volunteer assignment. Schools will maintain a list of regular volunteers and provide a list to the District Administrator.

LEGAL REFERENCE: Wisconsin Statutes, Sections 118.001, 118.01, 120.12

CROSS REFERENCE: IICCA – Playground Volunteers
IICC-E – Volunteer Application