

UNION #39

POLICY CG

SCHOOL VOLUNTEERS AND WORK STUDY STUDENTS (page 1 of 2)

The school board recognizes the valuable contributions to the school made by volunteers and work study students.

Volunteer: A volunteer is an adult not employed by the school district who works on an occasional or regular basis in the school setting to assist the professional staff. The volunteer works without compensation or economic benefits.

Work Study Student: A work-study student receives compensation for work performed at the school as part of a college work experience program. For purposes of this policy, an intern, working without pay, will be considered as a work study student. A student working toward a teaching credential who may be placed at a school as a student teacher is not a work study student.

The principal is authorized to solicit and approve volunteers to work in the school. It is the principal's responsibility to be reasonably sure that the volunteer is a person of high moral character with the ability to make substantial contributions to the school. Placement of volunteers will be made by the Principal or the Principal's designee.

The Principal may require volunteers and work-study students to complete information forms providing background information including, but not limited to whether the individual is currently a defendant in a criminal proceeding, the dates, locations and dispositions of any convictions, including findings of guilt, pleas of guilty, or nolo contendere, for criminal violations. A person who fails to provide full and accurate background information in response to the Principal's request will not be permitted to work with students.

If the position for which a volunteer is being recruited involves regular unsupervised contact with students, the Principal will carry out a criminal records check on the final candidate in accordance with the District's employment policy. The District (will / will not) pay the fees associated with criminal records checks.

Volunteers and work study students who work with students will be under the immediate supervision of a licensed professional employee. The Principal will assure that all volunteers and work study students are familiar of the School District's Policies and procedures. Volunteers and work study students are responsible for complying with school policies, rules and regulations.

Volunteers and work study students will be considered staff members for purposes of compliance with the state and federal harassment statutes.

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Volunteers and work study students will be informed by the principal of the extent to which school district insurance policies protect them from personal liability resulting from claims against them based on negligence or other injurious conduct while acting in a volunteer capacity.

Date Warned: November 10, 2003

Date Adopted: November 19, 2003

Date Reviewed: _____

Legal Reference(s): 4 V.S.A. §1102(b)(8) - (Unauthorized disclosure); 16 V.S.A. §565 (Harassment & hazing prevention); 16 V.S.A. § 260 (Supervision policy requirement); 20 V.S.A. §§2062, 2063 (Fees); 20 V.S.A. §2056c - (Disseminating of criminal history); 21 V.S.A. §495 (Employment discrimination); 20 U.S.C. §§1681 et seq. (Title IX of the Education Amendments of 1972); 34 C.F.R. Part 106 (Nondiscrimination on the basis of sex in education programs or activities receiving federal financial assistance); 42 U.S.C. §§2000e et seq. (Title VII of the Civil Rights Act of 1964); 29 C.F.R. 1604.11 (Equal Employment Opportunities Commission); 42 U.S.C. §5119a - (Child Protection Act)

Cross Reference: Harassment of Students; Harassment of Employees; Personnel: Recruitment, Selection, Appointment & Criminal Records