

## **School District Volunteers**

The Board of Education recognizes the need to maintain a volunteer program to support district instructional programs and extracurricular activities. The purpose of the volunteer program shall be to:

1. Assist employees in providing more individualized instruction.
2. Enrich the instructional program.
3. Build an understanding of school programs among interested citizens, thus stimulating widespread involvement in the district's educational program.
4. Strengthen school/community relations.

A volunteer is a person who works without pay on an occasional or regular basis at school sites or other educational facilities to support the efforts of professional personnel. Such a volunteer worker shall serve in that capacity without employee benefits of any type. Pursuant to state law, some volunteers may be covered by Workers' Compensation and liability protection.

Volunteers may be involved in many facets of district operations, from working with students on a one-to-one basis under the immediate supervision of a licensed employee to performing tasks not involving students. Tasks may involve services in the library, classroom, athletics, music, school play, pre-kindergarten programs or assisting on field trips and similar activities under the immediate supervision of a licensed employee.

Services of volunteers may be accepted by the Board, the superintendent, central office administrators, principals and assistant principals, directors or persons designated by them to handle this responsibility.

Volunteers are expected to comply with all Board and district policies and regulations.

Volunteers shall work with students under the immediate supervision and direction of a licensed employee.

Volunteers shall be required to make written application for specified services and such services must be approved in writing by the executive director for human resources or designee. The completed application forms shall be retained by the human resources department.

### **Background checks**

Since state law requires the school district to conduct background checks of all prospective employees of the district, the Board has determined that the need exists for similar background checks of volunteers who work with the school district's students.

Prior to adding an individual's name to the school district's list of authorized volunteers, the school district shall conduct a background check of the individual at the district's expense. Such

background check may include but not be limited to making an inquiry to the Colorado Department of Education, the Colorado Bureau of Investigation, and/or other law enforcement agency to determine if there is any information on record indicating that the individual has been convicted of a crime involving unlawful sexual behavior or unlawful behavior with children.

Persons failing to provide the necessary information to conduct such background checks shall not be added to the authorized list. The decision by the district concerning an individual's fitness to volunteer shall be final.

Adopted: January 14, 2003

Revised: October 23, 2007

Revised: February 24, 2015

LEGAL REFS.: C.R.S. 8-40-202 (*Workers' Compensation Act*)  
C.R.S. 22-32-109.7 (*specific board duties regarding hiring inquiries and reporting*)  
C.R.S. 24-10-103 (4)(a) (*Colorado Governmental Immunity Act*)