

SCHOOL VOLUNTEERS

PURPOSE:

This policy shall serve to establish School Committee guidelines, procedures and expectations to govern the involvement of adult volunteers working within the educational environment of the North Kingstown Schools.

PHILOSOPHY:

The North Kingstown School Committee recognizes the inherent value and benefit of the presence of qualified and authorized adult volunteers working in the school environment to assist teachers in strengthening the learning experiences of students in the various activities of their daily school participation. The Committee further acknowledges the rich and varying resources, special knowledge and particular talents that parents, community members and students have to contribute to the educational program and school community, and in so doing, encourages school personnel to capitalize on the availability of these resources.

In support of this belief, the School Committee sets forth the following policy stipulations:

POLICY STATEMENT:

1. Laymen in North Kingstown Schools (L.I.N.K.S.) is authorized to carry out a Volunteer Program within the North Kingstown School Department which serves to oversee and administer the use of volunteers, as requested/identified by principals and teachers, in educational enhancement and enrichment.
2. The Parent Teacher Organization (PTO) in each school provides volunteers in the areas of social programming, fund development, fund support, and overall school community support.
3. A Volunteer shall be defined as a person who works on an occasional or regular basis at a school site or other educational facility to support the efforts of professional personnel. Volunteers serve in that capacity without compensation or employee benefit of any type.
4. The North Kingstown School Department recognizes that involving volunteers in the schools enhances the learning experiences of children and enriches the entire school community. As a school system, the security and safety of all children is a primary concern. It is for this reason that the North Kingstown School Department requires that ALL volunteers (parent, relative, community member) wishing to volunteer in any capacity within the schools must first complete a Criminal Offender Record Investigation (CORI) Adult Volunteer Consent Form and will be

judged by the criteria herein and in policy IJOC-R. Any exceptions to completing the CORI form will be authorized only by the building administrator or the Superintendent of Schools. The Superintendent has the final decision making authority regarding any volunteer.

5. Volunteers will be governed by the controlling factors set forth herewith.
 - a. Use of volunteers within the district is not to conflict with or replace any regularly authorized personnel allotment.
 - b. Volunteers who work with students shall not be used to perform educational functions that are within the bounds of the trained professional educators except where under the immediate supervision and direction of a certified employee.
 - c. Volunteers are expected to comply with all rules and regulations set forth by the district.
 - d. Volunteers will be insured for industry injury/illness and liability under the district's insurance program.
 - e. The spirit of donating service to the district will, in all cases, be warmly accepted by the NKSD; however, it must be understood that this service must be under the direct control of the district administrative staff and the Superintendent of Schools.
 - f. Not all persons who express an interest in volunteering in a certain area may actually receive a placement. Placement will be based on school need, numbers of available volunteers, individual skill set, and/or staff selection. Every effort will be made to locate an appropriate volunteer opportunity for all interested individuals.
 - g. Training may be required prior to volunteer placement.
 - h. PTO volunteers must have approval of the building principal five days prior to an activity,, abide by all policies, rules and procedures, and are subject to the same background checks stated herein.

6. The Superintendent of Schools shall develop Administrative Regulations in policy IJOC-R.

First Reading: 11/13/02

Second Reading: 11/20/02

Adopted: 11/20/02

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