

PALISADES SCHOOL DISTRICT

SECTION: COMMUNITY

TITLE: VOLUNTEERS

ADOPTED: September 4, 2013

REVISED: May 20, 2015

	916. VOLUNTEERS
1. Purpose	The Board recognizes that school volunteers can make valuable contributions to the educational system and endorses their use, subject both to administrative regulations and policy guidelines.
2. Definitions SC 111, 111.1 23 Pa. C.S.A. Sec. 6304	<p>A casual volunteer is defined as an individual who infrequently comes to a school and assists without compensation in the presence of a school district employee when with students. A casual volunteer may not be left alone with students at any time.</p> <p>A volunteer - is defined as any individual who performs a service for the school district without compensation, and who is responsible for the welfare of a child OR who has direct contact with children. Examples of volunteers are individuals who chaperone students on field trips or overnight trips, who volunteer in the classroom and may work with one (1) or more students outside the supervision of the classroom teacher, who are volunteer coaches, and who otherwise volunteer in any curricular, cocurricular or extracurricular activity where unsupervised contact with students is possible.</p> <p>Direct Contact - is defined as care, supervision, guidance or control of children OR routine interaction with children. (Routine interaction is a regularly scheduled event or function.)</p> <p>Child - a child is defined as an individual under the age of 18 years of age.</p>
3. Authority	The Board shall have appropriate liability insurance coverage for volunteers during performance of their duties.
4. Guidelines	<p>All volunteers must present clearances as set forth in the administrative regulations.</p> <p>Under no circumstances shall a volunteer be considered an employee or independent contractor of the school district. A volunteer shall not receive wages, salary, or other valuable consideration for the performance of his or her services. The school district reserves the right to terminate the services or status of any volunteer at its exclusive discretion.</p>

<p>5. Delegation of Responsibility</p>	<p>The role of volunteers is to assist, but not replace or assume the professional or paraprofessional responsibilities or authority of the school district staff. Volunteers shall not provide regular instruction or educational training to students enrolled in the school district.</p> <p>Under no circumstances shall volunteers be permitted to administer or enforce discipline upon students enrolled in the school district.</p> <p>Volunteers may perform only those duties which, in the judgment of the authorized personnel to whom the volunteers are assigned, may be performed by district employees.</p> <p>District administrators or his/her school district designee shall maintain supervisory control over volunteers assisting in curricular, cocurricular and extracurricular activities for students of that building.</p> <p>School district employees responsible for supervising volunteers shall provide necessary instructions to volunteers.</p> <p>Volunteers shall be expected to develop a harmonious working relationship with students and school staff members, to be dependable in carrying out assigned duties, and to maintain school ethics by not allowing confidential information, including all of the requirements of the Family Education Rights and Privacy Act (FERPA) about a child, group of children or school staff member to leave the school.</p> <p>Volunteers who have problems, concerns or complaints should discuss them first with the supervising employee and then, if necessary, with the district administrator.</p> <p>References:</p> <p>School Code – 24 P.S. Sec. 111, 111.1</p> <p>State Board of Education Regulations – 22 PA Code Sec. 8.1 et seq.</p> <p>Child Protective Services Law – 23 Pa. C.S.A. Sec. 63446301 et seq.</p>
--	--