

9180 SCHOOL VOLUNTEERS

The Board of Education recognizes that the services of community volunteers can enrich the educational program, assist teaching staff members in the performance of their duties, and enhance the relationship between the school district and the community. The Board of Education directs the institution of a program for the utilization of community volunteer services in grades Pre-K through 12. The Board of Education shall provide appropriate liability insurance protection for community volunteers.

The Principal/designee shall be responsible for the recruitment, screening, and utilization of volunteers.

Volunteers must be persons of known character, responsibility, and integrity and shall possess whatever expertise is needed to fulfill the assignment(s) for which they have volunteered.

Neither the Superintendent nor any principal shall be obligated to utilize the proffered services of a volunteer whose abilities or interests do not serve the needs of pupils.

Community volunteers are persons who are not employed by the WashingtonTownship school district and who volunteer their services to the district, a school, or athletic and/or co-curricular activity on a regular or occasional basis.” Examples of such volunteer services include, but are not limited to, participation on a district task force committee, room mothers/fathers, chaperones, athletic coaches, consultants with specialized information, experience, or expertise, and services provided through Parent/Teacher Organizations and Booster Organizations (as per Policy 9210).

The Superintendent shall prepare and promulgate rules of conduct for school volunteers, including volunteer club/activity advisors, volunteer marching band instructors, and volunteer athletic coaches.

The following shall govern the service of community volunteers:

1. Volunteers must serve only under the direction and supervision of a certified district employee.
2. Volunteers shall understand their duties and responsibilities and perform no service outside those duties. The volunteer shall not usurp the authority or responsibility of any certified district employee.



3. Non-certificated volunteers may only serve in a support capacity and under the immediate supervision of a certified staff member employed by the Board of Education.
4. Volunteers who hold a valid New Jersey teaching certificate shall serve under the supervision of a certified staff member employed by the Board of Education. Volunteers may serve in a support capacity or as approved by the building principal/designee. In such capacity, volunteers who hold a valid New Jersey teaching certificate, under the direction of the head coach/advisor/ director, may be assigned responsibilities involving direct supervision of students.
5. Volunteers shall respect the individuality, dignity, and worth of each child.
6. Volunteers are not permitted access to pupil records.
7. Volunteers shall exercise discretion in discussing their school activities with others in the community and in the handling of any confidential information or matters involving pupils of which the volunteer becomes aware as a result of his/her volunteer responsibilities.
8. Volunteers shall consult with, and receive direction from, the Principal/designee regarding their duties and responsibilities prior to the beginning of the event/program.
9. Volunteers shall receive no financial remuneration from any source for services rendered as a volunteer.
10. Volunteers must be a minimum of 21 years of age or approved in writing by the principal/designee.
11. Community volunteers may be immediately relieved of their volunteer service by the building principal, with/or without cause. In the event a volunteer is dismissed, the building principal shall report same to the Superintendent. The volunteer shall be removed from the Board's list of approved volunteers at the next Board of Education meeting.

All community volunteers who provide volunteer services for periods of 20 hours per month or greater must provide documentation that a district authorized tuberculin test has been administered.



POLICY

WASHINGTON TOWNSHIP
BOARD OF EDUCATION

Community
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N.J.S.A. 18A:6-7.1

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