

R 9180 SCHOOL VOLUNTEERS

A. Purpose Which Citizen Volunteers May Fulfill

1. Citizen volunteers to school personnel shall be invited to volunteer their services to fulfill needs specifically outlined by the teacher, Principal, and/or Superintendent.
2. The services to be performed shall be clearly defined in writing prior to the engagement of the volunteer, resource person or resource committee to avoid any misunderstanding or misinterpretation.
3. This job definition may be changed at any time by the professional person responsible for it, and the volunteer may, at that point, choose freely to continue or resign as a result of the change.
4. A citizen volunteer shall not be permitted to usurp the authority or responsibility of any paid staff member.
5. Citizen volunteers shall be supervised by certified employees of the Board while fulfilling volunteer responsibilities.

B. Qualifications of Citizen Volunteers

1. Citizen volunteers for school personnel shall be morally, medically, and ethically sound and possess whatever expertise is needed to fulfill the assignment for which they have volunteered.
2. While no specific educational level need be attained by the volunteer, the person should be able to communicate effectively with those with whom he/she will be serving and be able to understand and abide by the stipulations set forth for his/her participation in the school program.
3. Citizen volunteers, including those who serve as chaperones on class/school trips, must be a minimum of 21 years of age.

C. Registration of Citizen Volunteers



REGULATION

WASHINGTON TOWNSHIP BOARD OF EDUCATION

COMMUNITY
R 9180/Page 2 of 2
SCHOOL VOLUNTEERS

1. Each citizen volunteer shall be duly registered with the Principal of the school in which he/she is working. The Superintendent shall create and distribute forms for this purpose.
 2. A copy of the registration shall be forwarded to the Superintendent for file.
- D. Authority of School Personnel with regards to Citizen Volunteers
1. While it is the policy of the Board to encourage the use of citizen volunteers in the school program, the responsibility for the program in all of its aspects remains with the school personnel so designated. Therefore, each citizen volunteer shall be supervised by a certified employee of the Board. Such employee shall have the responsibility to maintain consistency with the objectives and purposes of the school program in keeping with the policies of the Board.
 2. In the event of improper behavior on the part of the citizen volunteer, to cease his/her activities and report such decision to the Principal and/or the Superintendent of Schools.

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