

SCHOOL VOLUNTEERS

The Township of Union 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 building principal shall be responsible for the recruitment and screening of volunteers, may delegate the assignment of volunteers to specific tasks and must submit their names for board approval.

Volunteers must be persons of known character, responsibility, and integrity. A volunteer is defined as anyone who, without compensation or expectation of compensation performs a task at the direction of or on behalf of the Township of Union Board of Education, the superintendent of schools or their designees. A volunteer is also one who offers services freely and without pressure or coercion and who is not otherwise employed by Township of Union Board of Education to perform the same type of services as those for which the individual purpose to volunteer.

Prior to volunteer activities, each volunteer must be accepted by the board of education by resolution.

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 students.

Each school volunteer shall be given a copy of this policy and the rules of conduct.

The following guidelines shall govern the service of school volunteers:

1. Volunteers may serve only under the direction and supervision of a teaching staff member;
2. Volunteers should clearly understand their duties and responsibilities and perform no service outside those duties;
3. Volunteers serve only in a support capacity; only teaching staff members are responsible for educational planning and decisions and the teaching of new concepts;
4. Volunteers shall respect the individuality, dignity, and worth of each child;
5. Volunteers are not permitted access to student records;
6. Volunteers should exercise discretion in discussing their school activities with others in the community;
7. Volunteers may consult with the principal regarding their duties and responsibilities;
8. Volunteers shall receive no financial remuneration from the board.
9. Volunteers who provide services that involve regular unsupervised contact with students shall be required to sign the "Consent to Perform a Criminal Background Check." Volunteers required to undergo a criminal background check shall pay for all costs associated thereto. Volunteers shall be reimbursed for those fees, upon presentation of valid receipts, and proof of a qualifying record check. A Volunteer may be disqualified for any of the reasons set forth in N.J.S.A. 18A:6-7.1 as well as the statutory cross references set forth therein.

SCHOOL VOLUNTEERS (continued)

The superintendent shall report periodically to the board on the number of volunteers serving in the schools of the district, the duties performed by volunteers, and the number of volunteer hours served, by school.

Adopted: January 18, 2011
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Readopted:

Key Words

Community Volunteers, Volunteers, Public Participation

Legal References: N.J.S.A. 18A:11-1 General mandatory powers and duties
N.J.S.A. 18A:54-20 Powers of board (county vocational schools)
N.J.A.C. 6A:32-12.1 Reporting requirements

Possible

Cross References: *1000/1010 Concepts and roles in community relations; goals and objectives
*1120 Board of education meetings
1210 Community organizations
*1220 Ad hoc advisory committees
*5020 Role of parents/guardians
*6162.4 Community resources

*Indicates policy is included in the Critical Policy Reference Manual.