



Taylor County Volunteers

Definition

Volunteers are defined as adults who assist teachers, administrators, or other staff in public school classrooms, schools, or District programs and who do not receive compensation for their assistance. Volunteers are encouraged to use their time and effort to support school and District programs.

Teacher education students or students enrolled in an educational institution and who participate in observations and educational activities under direct supervision of a local school teacher or administrator in a public school shall not be considered volunteers.

Supervision of Volunteers

All volunteers shall provide assistance only under the direction and supervision of a member of the professional administrative and teaching staff.

Background Check

The District shall conduct a state criminal records check on all volunteers who have contact with students on a regularly scheduled and/or continuing basis, or who have supervisory responsibility for children at a school site or on school-sponsored trips. Volunteers will be responsible for any cost associated with requesting a criminal records check.

The background checks are valid for a five year basis. Effective September 1st of each year, records beyond the five year expiration date as pertaining to the first of September will be removed and destroyed if files are not updated.

No volunteer shall be utilized to supervise students, or deemed to have the authority to supervise students unless the volunteer has been designated to supervise students by the

Principal and approved by the Superintendent/designee, and the volunteer has undergone the required records check.

Basis for Disqualification

The Superintendent/designee shall have the authority to disqualify any individual from participating in school and/or District programs as a volunteer.

Applicants with the following convictions shall not be authorized to volunteer:

1. Any conviction for sex-related offenses
2. Any conviction for offenses against minors
3. Any conviction for felony offenses, except as provided in number 5 below
4. Any conviction for deadly weapon-related offenses
5. Any conviction for drug-related offenses, including felony drug offenses, within the past seven (7) years
6. Any conviction for violent, abusive, threatening or harassment related offenses
7. Other convictions determined by the Superintendent/designee to bear a reasonable relationship to the ability of the applicant to serve as a volunteer.

Volunteers shall immediately notify the school principal or the volunteer coordinator if they are convicted of or plead guilty to one of the criminal offenses listed above.

Orientation

The Superintendent/designee shall develop orientation materials and procedures to be provided to all the volunteers in the District. These materials shall include, but not be limited to, pertinent policies as well as safety and emergency procedures.

References:

KRS 161.148

Adapted from:

Jefferson County Public Schools Louisville, KY. *03.6 – Volunteers*. Retrieved October 10, 2016 from <http://www.jefferson.kyschools.us/books/036-volunteers>