

Yancey County School Board Policy

COMMUNITY RELATIONS SCHOOL VOLUNTEER

Policy Code: 5015

The board recognizes the valuable contributions that school volunteers make to the learning process and the educational goals of the school system. Instructional programs are enhanced through the contributions of students' parents, community members, and local business and industry. These volunteers contribute time, resources, and expertise that assist the school system to reach the goal of providing a sound basic education to all children.

The superintendent shall provide for parents to be notified of their right to take four hours of unpaid leave from their jobs every year in order to volunteer in their child's school as stated in G.S. 95-28.3.

The Yancey County Board of Education welcomes persons who wish to volunteer their time in schools. Screening, school-based training and supervision of volunteers are the responsibilities of the school principal. The principal is responsible for ensuring that all volunteers who may have unsupervised contact with students or who volunteer routinely on school property have a completed volunteer application and approved criminal check prior to beginning volunteer duties. All volunteers may be subject to criminal background checks based on the level on which they are volunteering.

The board encourages school administrators to develop and implement plans and procedures for utilizing school volunteers. The superintendent and designees are responsible for implementing and supervising school volunteer programs. School volunteer programs must provide the following:

1. adequate screening of volunteers based upon the amount of contact they will have with students;
2. the requirement that volunteers comply with policy 5020, Visitors to the Schools;
3. Volunteers are bound by the standards of conduct applicable to school employees. The principal may terminate the services of a volunteer if the principal deems appropriate.
4. reasonable supervision of volunteers based at least in part upon the amount of contact they will have with students; and
5. adequate training of volunteers, including familiarizing volunteers with applicable laws, board policies, administrative procedures and school rules.

Every volunteer will be given a copy of the Volunteer Handbook, which has been designed to give the volunteer a better understanding of his/her responsibilities as a volunteer. Principals shall after each school year complete the Volunteer Accountability Sheet and forward that

information to the Superintendent's office, the Assistant Superintendent's office and the Human Resource Director to confirm volunteers and to verify the effectiveness of the volunteer program.

Legal References: G.S. 115C-36, -47, -203 to -209.1

Cross References: Parental Involvement (policy 1310/4002), Visitors to the Schools (policy 5020)

Adopted: February 2, 2004

Revised: July 1, 2009, June 7, 2010