

COMMUNITY RELATIONS: Community Involvement

School Volunteers

THE SUPERINTENDENT WILL ESTABLISH A PROGRAM THAT ENCOURAGES THE USE OF VOLUNTEERS IN SCHOOLS AND OFFICES TO ASSIST STAFF IN ACTIVITIES THAT SUPPORT THE BOARD'S VISION, POLICIES, AND GOALS. VOLUNTEER PROGRAM PROCEDURES WILL SUPPORT A SAFE AND ORDERLY LEARNING ENVIRONMENT THROUGH APPROPRIATE SCREENING, TRAINING, AND MONITORING OF VOLUNTEERS. VOLUNTEER PROGRAM PROCEDURES WILL ALSO INCLUDE RECOGNITION OF VOLUNTEERS AS ASSETS TO THE SCHOOL SYSTEM AND AS INTEGRAL TO HELPING DEVELOP STRONG SCHOOL-COMMUNITY RELATIONSHIPS.

[Volunteers, working under the direction of teachers and the school staff, can greatly increase the effectiveness of the instructional program for students. Such volunteers provide significant services to students by supplementing the work of paid professional and paraprofessional staff but are not substitutes for paid staff.]

[Typical assignments include supplemental instruction as determined by the classroom teacher, clerical work and supervision of student activities.]

In order to [insure]ENSURE community involvement, the principal will inform the local community of opportunities to serve as a volunteer in the [local] school. The principal or a designee, [working jointly with the school staff and the central staff coordinator for volunteer programs,] shall be responsible for the operation of a volunteer P[p]rogram IN ACCORDANCE WITH THE PROTOCOLS AND PROCEDURES ESTABLISHED IN *THE VOLUNTEER COORDINATOR MANUAL* . [It will be the responsibility of the local school to provide volunteer orientation, training and information in regard to school and health regulations.]

[In order to assure protection under the state law for comprehensive liability insurance and worker's compensation, a] A volunteer IS defined as a person invited by the appropriate administrator in the school /OFFICE to offer his/her services without receipt of monetary compensation AS SET FORTH BY THE REQUIREMENTS IF COMPREHENSIVE LIABILITY INSURANCE. A VOLUNTEER IS NOT A SUBSTITUTE FOR PAID STAFF.

[These] Volunteers are required to sign a time schedule sheet upon entering AND LEAVING the school, OFFICE OR PROGRAM WHERE THEY ARE PARTICIPATING IN VOLUNTEER ACTIVITIES. VOLUNTEER TIME SCHEDULE

RULE 1260

SHEETS SHALL BE MAINTAINED BY SCHOOLS AND OFFICES FOR THE PERIOD SET FORTH IN THE BCPS RECORDS RETENTION SCHEDULE.

[Also see "A Guide for Volunteer Programs," Baltimore County Public Schools.]

Related Rule: Superintendent's Rule 3150

Rule  
Approved: 2/9/78  
REVISED:

Superintendent of Schools