

School Volunteers

The Board of Education recognizes the need to develop a volunteer program to support district instructional programs and extra-curricular activities. The purpose of the volunteer program shall be to:

1. Assist employees in providing more individualization and enrichment of instruction.
2. Build an understanding of school programs among interested citizens, thus stimulating widespread involvement in a total education process.
3. Strengthen school/community relations through positive participation.

A volunteer is a person who works on an occasional or regular basis at school sites or other educational facilities to support the efforts of professional personnel. Such a volunteer worker shall serve in that capacity normally without compensation, without workers' compensation coverage and without employee benefits. Through the Colorado School Districts Self-Insurance Pool (CSDSIP), the district shall provide limited liability insurance coverage for all volunteers acting within the scope of voluntary duties under the direction of the school principal.

Volunteers may come from all backgrounds and all age groups and may include any persons willing to give their time to one purpose—helping students and school staffs. Volunteers may be involved in virtually every facet of the operation of the school district from working with students on a one-to-one basis to performing tasks not involving students. Tasks may involve services in the library, classroom, athletics, music, school play, pre-kindergarten programs or assisting on field trips and similar activities.

The responsible school personnel shall identify appropriate tasks for volunteers and may plan in-service activities for them so they may become skilled in performing those tasks. An effort shall be made to use the services of all volunteers, but the decision to use a volunteer shall rest with the principal and classroom teacher or staff member with whom the volunteer would be working.

Volunteers shall be under the direction, general supervision, and within line of sight of a staff member.

Volunteers shall not teach but may reinforce skills taught by the professional staff. Volunteers providing transportation to students in their personal automobiles for any district-sponsored activities shall meet the provisions of Board policy regarding transportation of students.

Volunteers may offer their services to a building or department or they may be recruited by a school principal or designee. In either case, all volunteers must have a

written application, including emergency contact information, on file at the building where services shall be performed before beginning work.

From time to time complaints and/or grievances may arise in the course of a volunteer performing designated duties. The Board believes that such matters are best handled and resolved as close to their origin as possible. Therefore, the proper channeling of complaints shall be:

1. Teacher
2. Principal/supervisor
3. Appropriate director or assistant superintendent
4. Superintendent
5. Board of Education

Adopted: February 25, 1987

Revised: February 10, 1993

Revised: December 8, 2004

Revised: August 11, 2010

Revised: October 28, 2015

Revised: October 10, 2018

LEGAL REFS.: 42 U.S.C. 14501, Volunteer Protection Act of 1997
C.R.S. 13-21-115.5 Volunteer Service Act
C.R.S. 24-10-103 (4)(a) Colorado Governmental Immunity Act

CROSS REFS.: EEAG, Student Transportation in Private Vehicles
EI, Insurance Program/Risk Management
KE, Public Concerns and Complaints