

## POLICY 2.20 VOLUNTEERS

The Board of Education appreciates and encourages the support offered to district schools through volunteers who provide time, expertise, and energy in supporting students. The active involvement of volunteers contributes to the overall development of students and promotes a sense of school community.

While encouraging opportunities to volunteer, the Board has an obligation to provide a school environment which is safe, secure and promotes equity and respect for all persons. The Superintendent will establish sufficient administrative procedures to provide guidance as to the engagement and deployment of volunteers.

The use of a volunteer will not result in the displacement of an employee.

In all cases, volunteers are expected to conduct themselves professionally and adhere to the code of conduct outlined below.

As a volunteer I will:

- take direction, if provided, from staff as to my duties and responsibilities
- always respect the school code of conduct
- maintain confidentiality of all matters while volunteering
- protect the privacy of all individuals
- not disclose, use, or disseminate student's personal information
- share with school administrators any concerns that I may have related to student welfare and/or safety
- not exchange telephone numbers, home addresses, e-mail addresses or any other of my personal information with students for any purpose without permission from the principal
- will not contact students outside of my volunteer duties without permission from the principal