COMMUNITY RELATIONS SCHOOL VOLUNTEER PROGRAM

GKG (LOCAL)

PROPOSED REVISIONS

VOLUNTEERS IN PUBLIC SCHOOLS / PARTNERSHIPS IN EDUCATION (VIPS / PIE) VIPS/PIE are school-sponsored programs designed to afford members of the community an opportunity to become active participants in the educational programs offered by the District.

VIPS/PIE may work in both elementary and secondary schools in order to relieve teachers of routine and clerical matters as tutors; classroom assistants; and clerical, library, playground, and cafeteria aides. They may also offer special enrichment skills in art, music, computer use, and career education to supplement the teacher's work.

QUALIFICATIONS

Since volunteers' qualifications vary with the needs of individual schoolscampuses, the Superintendent shall establish guidelines to ensure they volunteers are placed in areas that they can serve best.

VIPS/PIE are shall be required to attend a brief training program. Application forms and other information can be secured from the Community and Governmental Relations Department administrative offices.

AUTHORITY

Volunteers in the school shall work directly underbe under the direct the supervision of the principal in on whose the campus to which building they are assigned, in accordance with approved procedures.

CRIMINAL HISTORY RECORD CHECK The District shall obtain the criminal history record of prospective school volunteers. The Districtand shall inform volunteers when their services are to begin.

HOURLY EMPLOYEES Nonexempt or hourly District employees who are not exempt from the overtime provisions of the Fair Labor Standards Act (i.e: "nonexempt" or hourly employees) shall be are prohibited from volunteering any services to the District under any circumstances.

Nonexempt or hourly **District** employees are also shall be prohibited from volunteering services to a PTA, booster club, or similar organization supporting a District school or program, except under the following circumstances:

- 1. The employee has a child or grandchild attending the school supported by the organization for which the employee will be providing volunteer services;
- 2. The employee does not provide the same type of services to the organization as provided by the employee to the District during the employee's workday; and