

POLICY

SOUTH ORANGE MAPLEWOOD BOARD OF EDUCATION

Community
9180/Page 1 of 2
SCHOOL VOLUNTEERS

9180 SCHOOL VOLUNTEERS

The Board of Education recognizes that the services of community volunteers can enrich the educational program, assist teaching staff members in the performance of their duties, and enhance the relationship between the school district and the community. The Board directs the institution of a program for the utilization of volunteer services in grades Kindergarten through twelve.

An unpaid volunteer, as defined below, shall be required to complete a criminal history record check. The Board of Education shall reimburse the volunteer for the cost of the criminal history record check in accordance with the provision of N.J.S.A. 18A:6-7.2.

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For the purpose of this policy a "volunteer" is a person who is not paid by the Board of Education, who assists with classroom or other school activities under the direct supervision of an appropriately certified or licensed school district employee, and provides assistance for school activities on a 'regular basis' throughout the school year.

For the purpose of this policy, 'regular basis' means volunteering services on more than six occasions during the school year, in roles that involve direct academic/social-emotional well-being, interventions and supports for students or extra curricular activities that extend for more than half of the academic school year.

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For the purpose of this policy, a 'volunteer' is not a person who is invited into a school and provides occasional assistance for school activities, chaperones a class trip, or assists with classroom or other school activities. Volunteers must be persons of known character, responsibility, and integrity.

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The Superintendent or their designee shall determine if a person meets or will meet the requirement to be a "volunteer" for the purpose of this policy.

~~The Superintendent or his/her designee shall be responsible for the recruitment and screening of volunteers, and may delegate the assignment of volunteers to specific tasks.~~

~~Volunteers must be persons of known character, responsibility, and integrity.~~

Neither the Superintendent nor any Principal shall be obligated to utilize the proffered services of a volunteer whose abilities or interests do not serve the needs of students.

The Superintendent shall prepare and promulgate rules of conduct for school volunteers. Each school volunteer shall be given a copy of this policy and the rules of conduct.



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Community
9180/Page 2 of 2
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The following guidelines shall govern the service of school volunteers:

1. Volunteers may serve only under the direction and supervision of a ~~teaching staff member;~~ appropriately certified or licensed staff member.
2. Volunteers should clearly understand their duties and responsibilities and perform no service outside those duties;
3. Volunteers serve only in a support capacity; only ~~teaching staff members~~ appropriately certified or licensed staff members are responsible for educational planning and decisions and the teaching of new concepts;
4. Volunteers shall respect the individuality, dignity, and worth of each child;
5. Volunteers are not permitted access to student records;
6. Volunteers should exercise discretion in discussing their school activities with others in the community and must maintain confidential information that if disclosed would violate federal and state law;
7. Volunteers may consult with the Principal regarding their duties and responsibilities;
8. Volunteers shall receive no financial remuneration from the Board.
9. Volunteers shall be required to complete District and State mandated trainings.

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N.J.S.A. 18A:6-7.1

Adopted: 2 April 2001
Revised: 27 March 2025

First Read: 27 February 2025
Second Read: 27 March 2025

