

Regulation

VOLUNTEERS

All individuals permitted to volunteer on occasion or on a regular basis shall be required to exhibit professional conduct and respect the individuality, dignity and worth of each student as well as school staff.

The principal or designee shall be responsible for the recruitment and screening of volunteers, may delegate the assignment of volunteers to specific tasks, and must submit their names for board approval.

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.

Each school volunteer shall be given a copy of this Policy and the rules of conduct.

The following guidelines shall govern the service of school volunteers:

- A. Volunteers may serve only under the direction and supervision of an appropriately certified or licensed staff member;
- B. Volunteers should clearly understand their duties and responsibilities and perform no service outside those duties;
- C. Volunteers serve only in a support capacity; only appropriately certified or licensed staff members are responsible for educational planning and decisions and the teaching of new concepts;
- D. Volunteers shall respect the individuality, dignity, and worth of each child;
- E. Volunteers are not permitted access to student records;
- F. Volunteers should exercise discretion in discussing their school activities with others in the community and must maintain confidential any information that if disclosed would violate Federal and State laws;
- G. Volunteers may consult with the principal regarding their duties and responsibilities; and
- H. Volunteers shall receive no financial remuneration from the Board.

All volunteers shall be notified of the district policy 5131.1 Harassment, Intimidation and Bullying and shall be notified of the required reporting protocols.

Adopted:	October 8, 2009
Revised:	January 26, 2012
NJSBA Review/Update:	April 2023
Readopted:	August 24, 2023