

Addison Northwest Supervisory Union Policy

SECTION: PERSONNEL

CODE: D7

TITLE: VOLUNTEERS AND WORK STUDY STUDENTS

The Addison Northwest Supervisory Union and its member school boards recognize the valuable contributions made to the schools by volunteers and work study students. It further recognizes that appropriate supervision of volunteers and work study students will enhance their contributions as well as fulfill the responsibility that the District has for the education and safety of its students.

Definition

For purposes of this policy and administrative rules and procedures developed pursuant to this policy:

1. A **volunteer** is an individual not employed by the school district who works on an occasional or regular basis in an educational setting to assist the staff. A volunteer works without compensation or economic benefits. A volunteer does include a community mentor.
2. A **work study student** means a post secondary student who receives compensation for work performed at a school operated by a member district as part of a work experience program sponsored or provided by the college or university at which he/she is enrolled. A student working toward a teaching credential who is placed as a student teacher at a school operated by a member district is not a work study student.

Policy

The superintendent shall develop administrative rules and procedures to ensure that volunteers and work study students are appropriately screened prior to entering into service in a member school district, and that only volunteers and work study students who have been screened and approved by the superintendent have extended unsupervised contact with students. The screening process utilized for all schools in the Addison Northwest Supervisory Union shall minimally include a name and birth date check with the Vermont Internet Sex Offender Registry for any person being considered for service as a volunteer or work study student. A person who is listed on the Vermont Internet Sex Offender Registry shall not be eligible to be a volunteer or work study student at any school in the Addison Northwest Supervisory Union.

Date Revised/Adopted: February, 2006; April, 2009; October, 2015

Legal Reference(s): 4 V.S.A. §1102(b)(8) - (Unauthorized disclosure)
16 V.S.A. §565 (Harassment & hazing prevention)
16 V.S.A. § 260 (Supervision policy requirement)
20 V.S.A. §§2062, 2063 (Fees)
20 V.S.A. §2056c - (Disseminating of criminal history)
21 V.S.A. §495 (Employment discrimination)
20 U.S.C. §§1681 et seq. (Title IX of the Education Amendments of 1972)
34 C.F.R. Part 106 (Nondiscrimination on the basis of sex in education programs or activities receiving federal financial assistance)
42 U.S.C. §§2000e et seq. (Title VII of the Civil Rights Act of 1964)
29 C.F.R. 1604.11 (Equal Employment Opportunities Commission)
42 U.S.C. §5119a - (Child Protection Act)

Cross Reference: Harassment of Students (F20)
Harassment of Employees (D12)
Personnel: Recruitment, Selection, Appointment & Criminal Records (D1)