

# POLICY

## BOARD OF EDUCATION FRANKLIN BOROUGH

COMMUNITY  
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School Volunteers  
Aug 91  
Dec 11

The Board of Education recognizes the services of 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 authorizes a program for the utilization of volunteer services in the school.

An unpaid volunteer is not required to complete a criminal history record check. A volunteer is not required to be approved by the Board.

The Principal or 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 the pupils.

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:

1. Volunteers may serve only under the direction and supervision of an 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 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 pupil records.
6. 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.
7. Volunteers may consult with the principal regarding their duties and responsibilities; and
8. Volunteers shall receive no financial remuneration from the Board.

N.J.S.A. 18A:6-7.1; 18A:6-7.2

Date Adopted: 8/19/91

Date Revised: 12/19/11