



Book	Policy Manual
Section	Volume 35, No. 1 for Board Approval
Title	Revised Policy - Vol. 35, No. 1 - November 2022 - VOLUNTEERS
Code	po8120
Status	
Adopted	January 14, 2010
Last Revised	March 9, 2017

REVISED POLICY - VOL. 35, NO. 1 - NOVEMBER 2022

8120 - VOLUNTEERS

The Board of Managers recognizes that certain programs and activities can be enhanced through the use of volunteers who have particular knowledge or skills that will be helpful to members of the staff responsible for **the conduct implementation** of those programs and activities.

The Director shall be responsible for recruiting community volunteers, reviewing their capabilities, and making appropriate placements. The Director shall not be obligated to make use of volunteers whose abilities are not compatible with Cooperative needs.

[SELECT EITHER OPTION #1 OR OPTION #2]

[OPTION #1]

Each volunteer who is in direct contact with students **and is supervised by a school employee** will be required to submit a Limited Criminal History Record Check.

[OPTION #2]

Each volunteer who is in direct contact with students **and is not supervised by a school employee** will be required to submit to an Expanded Criminal History Record Check which shall include:

- A. an expanded criminal history check (as defined by I.C. 20-26-2-1.5) of the criminal history record system maintained by the Federal Bureau of Investigation based on fingerprint identification or another method of positive identification;
- B. an expanded child protection index check as defined by I.C. 20-26-2-1.3;

- C. search of the national sex offender registry maintained by the United States Department of Justice;
- D. beginning July 1, 2017, a search of the State child abuse registry;
- E. () a detailed background history including all prior employment and volunteer positions;
- F. (x) an Indiana Bureau of Motor Vehicles driver history if the position involves driving.

[END OF OPTIONS]

The procedures shall ensure that information and records obtained from criminal history inquiries under this policy are confidential and shall not be released except as necessary to implement this policy or to defend a decision made pursuant to this policy.

The Director is to inform each volunteer that s/he the volunteer:

- A. shall agree to abide by all Board policies and Cooperative guidelines while on duty as a volunteer;
- B. will be covered under the Cooperative's liability policy but the Cooperative shall not provide any type of health insurance to cover illness or accident incurred while serving as a volunteer, nor is the volunteer eligible for workers' compensation;
- C. will be asked to sign a form releasing the Cooperative of any obligation should the volunteer become ill or receive an injury as a result of his/her volunteer the volunteer's services;
- D. [x] will be required to report any arrests, the filing of criminal charges against him/her the volunteer, or convictions for a crime while serving as a volunteer;
- E. [x] will be required to report any substantiated report of child abuse or neglect of which s/he the volunteer is the subject.

The Director also shall ensure that each volunteer is properly informed of the Cooperative's appreciation for his/her the volunteer's time and efforts in assisting the operation of the schools Cooperative.

I.C. 5-2-22
 I.C. 10-13-3
 I.C. 20-26-2-1.3
 I.C. 20-26-2-1.5
 I.C. 20-26-5-10, -11 and -11.5
 I.C. 20-26-14-2.5
 I.C. 20-26-14-8
 I.C. 20-26-14-9
 I.C. 20-28-5-8(c)
 I.C. 22-5-3-1

© Neola 2017 2022

Legal

I.C. 5-2-22

I.C. 10-13-3

I.C. 20-26-2-1.3

I.C. 20-26-2-1.5

I.C. 20-26-5-10, -11 and -11.5

I.C. 20-26-14-2.5

I.C. 20-26-14-8

I.C. 20-26-14-9

I.C. 20-28-5-8(c)

I.C. 22-5-3-1