

BP/SP1240 Volunteer Assistance  
**Community Relations**

**Status:** ADOPTED  
April 21, 2015

The Modoc County Superintendent of Schools recognizes that volunteer assistance in schools can enrich the educational program, increase supervision of students, and contribute to school safety while strengthening the schools' relationships with the community. The County Superintendent encourages parents/guardians and other members of the community to share their time, knowledge, and abilities with students.

The County Superintendent or designee may develop and implement a plan for recruiting, screening, and placing volunteers, including strategies for reaching underrepresented groups of parents/guardians and community members. He/she may also recruit community members to serve as mentors to students and/or make appropriate referrals to community organizations.

The County Superintendent prohibits harassment of any volunteer on the basis of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age, sexual orientation, or military and veteran status.

As appropriate, the County Superintendent or designee shall provide volunteers with information about school goals, programs, and practices and an orientation or other training related to their specific responsibilities. Employees who supervise volunteers shall ensure that volunteers are assigned meaningful responsibilities that utilize their skills and expertise and maximize their contribution to the educational program.

Volunteer work shall be limited to those projects that do not replace the normal duties of classified staff. The County Superintendent nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school, and comply with employee negotiated agreements.

The County Superintendent or designee shall establish procedures for determining whether volunteers possess the qualifications, if any, required by law and administrative regulation for the types of duties they will perform.

Volunteers shall act in accordance with County Office policies, regulations, and school rules. The County Superintendent or designee shall be responsible for investigating and resolving complaints regarding volunteers.

The County Superintendent encourages program directors to develop a means for recognizing the contributions of each school's volunteers.

The County Superintendent or designee shall periodically report to the County Board regarding the Modoc County Office of Education's volunteer assistance program.

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Legal Reference:

EDUCATION CODE

8482-8484.6 After School Education and Safety program

8484.7-8484.9 21st Century Community Learning Center program

35021Â Volunteer aides  
35021.1Â Automated records check  
35021.3Â Registry of volunteers for before/after school programs  
44010Â Sex offense; definition  
44814-44815Â Supervision of students during lunch and other nutrition periods  
45125Â Fingerprinting requirements  
45125.01Â Interagency agreements for criminal record information  
45340-45349Â Instructional aides  
45360-45367Â Teacher aides  
48981Â Parental notifications  
49024Â Activity Supervisor Clearance Certificate  
49406Â Examination for tuberculosis  
GOVERNMENT CODE  
3543.5Â Prohibited interference with employees' rights  
12940Â Prohibited discrimination and harassment  
HEALTH AND SAFETY CODE  
1596.871Â Fingerprints of individuals in contact with child day care facility clients  
LABOR CODE  
1720.4 Public works; exclusion of volunteers from prevailing wage law  
3352Â Workers' compensation; definitions  
3364.5Â Authority to provide workers' compensation insurance for volunteers  
PENAL CODE  
290Â Registration of sex offenders  
290.4Â Information re: sex offenders  
290.95Â Disclosure by person required to register as sex offender  
626.81Â Sex offender; permission to volunteer at school  
CODE OF REGULATIONS, TITLE 22  
101170Â Criminal record clearance  
101216Â Health screening, volunteers in child care centers  
UNITED STATES CODE, TITLE 20  
6319Â Qualifications and duties of paraprofessionals, Title I programs  
PUBLIC EMPLOYMENT RELATIONS BOARD DECISIONS  
Whisman Elementary School District, (1991) PERB Decision No. 868