



We love our volunteers at Columbia Elementary School! If you are interested in becoming a volunteer within the classroom or on field trips, please complete the following requirements.

1. Go to the District Office for paperwork.
 - Fill out paperwork.
 - Get fingerprinted.
 - Check to make sure District Office receives your clearance.
2. Mandated Reporter Training (completed yearly)
 - Go to Columbia website: www.columbiasd.com
 - Click on the Staff dropdown menu, then Keenan Safe Schools
 - Click on the Register button
 - Use Registration Key: ff60575d, then click Continue
 - Create a Username, enter first name, last name, email address and click Register
 - Complete the Mandated Reporter Training module
3. Notify District Office when complete by emailing your certificate to Shelby Hodges: shodges@columbiasd.com

Thank you! We look forward to having you volunteer.