



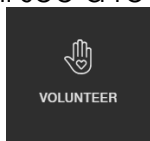
VOLUNTEER INFO



Thank you for your interest in becoming a volunteer with the school system! It is a requirement of all adults who are in contact with any student enrolled in a Monroe County School to complete the Volunteer Training course. This will require that you watch a brief video, complete a background check with fingerprinting, and secure a photo ID from the board office. Please allow at least two weeks to complete the process. The steps are as follows:

Please go to the Monroe County Board of Education [website](#).

1. Near the top of the page you will see a row of icons; locate the one that reflects the image below and click on it.



- Please watch the video for this [link](#).
- Please complete the online form **after** you have watched the video in its entirety.
- Remember that you are with Monroe County Middle School when completing the form.

After watching the video, take \$20 (cash or check only) and two forms of ID to the Monroe County Sheriff's Office located at 145 L Cary Bittick Drive in Forsyth on Monday through Friday from 9am – 4pm. The process is as follows:

1. Go through the front door with your payment and two forms of ID.
2. They will process your payment and provide you with a receipt.
3. Please tell the officer in charge that you are with TG Scott Elementary and that you are completing the process to become a parent volunteer. By making this point known, your information will be sent immediately to the Monroe County Board of Education.
4. You will then proceed around the outside of the building to the back/jail area for fingerprinting.

Once you've completed this step, you can either go to the BOE to have your photo taken or you can email a picture to [Erin Adkerson](#).

Once all of your information has been received and processed, your volunteer badge will be sent to your school. You will receive an email from the Parent & Family Engagement Specialist for your school letting you know that it is ready for pickup. If you have questions about this process, please email [Conni Tane](#) (TGS & MCMS) or [Brandi Pye](#) (KBS & HES).

Thank you, again, so much! We look forward to working with you!