

Steffany Tribou

Assistant Superintendent

Date

## Regional School Unit 13 Office of the Superintendent

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**John C. McDonald** Superintendent of Schools

**Kati Hunt** Business Manager **Neal Guyer** Projects Director

## APPLICATION FOR SCHOOL VOLUNTEER

REGIONAL SCHOOL UNIT 13 DOES NOT DISCRIMINATE IN THE OPERATION OF ITS EDUCATIONAL AND EMPLOYMENT POLICIES AND WILL HONOR ALL APPROPRIATE LAWS RELATIVE TO DISCRIMINATION.

Prospective volunteers must complete and sign the Volunteer Application form and Volunteer Confidentiality Agreement. Criminal Background checks will be performed on all volunteer applicants who will work with students on a continuing basis. Any information obtained through this form and background checks will remain strictly confidential.

Name			
Firs	st	Middle	Last
Address			
City	State	Zip	)
Telephone		E-Mail Address	
ate of Birth (required for background check)			ınd check)
Please attach a copy	of driver's license	or other ID contai	ning name and date of birth
At which school(s) do yo	ou wish to be a volur	nteer?	
At which school(s) do yo  ☐ Ash Point Communit			munity School (K-5)
( , , )	y School (Pre-K-5)	☐ Cushing Com	munity School (K-5) ddle School (6-8)
☐ Ash Point Communit	y School (Pre-K-5) ool (9-12)	☐ Cushing Com☐ Oceanside Mi	, ,
☐ Ash Point Communit ☐ Oceanside High Scho ☐ South School (Pre-K-	y School (Pre-K-5) ool (9-12)	☐ Cushing Com☐ Oceanside Mi	ddle School (6-8)
☐ Ash Point Communit ☐ Oceanside High Scho ☐ South School (Pre-K-	y School (Pre-K-5) ool (9-12) 5)	☐ Cushing Com☐ Oceanside Mic☐ Thomaston G	ddle School (6-8)
☐ Ash Point Communit ☐ Oceanside High Scho ☐ South School (Pre-K- ☐ Special Education	y School (Pre-K-5) ool (9-12) 5)	☐ Cushing Com☐ Oceanside Mic☐ Thomaston G	ddle School (6-8)
☐ Ash Point Communit ☐ Oceanside High Scho ☐ South School (Pre-K- ☐ Special Education	y School (Pre-K-5) ool (9-12) 5)	☐ Cushing Com☐ Oceanside Mic☐ Thomaston G	ddle School (6-8)

BACKGROUND: The following information is asked of all individuals who work with our children to help ensure the safety of our students. A YES answer does not automatically disqualify you for volunteering.

Signature of Volunteer	Date	<del></del>
I have been truthful in all information and res	sponses to questions on this ap	plication.
misleading information on this application shat to serve as a volunteer or termination as a volunteers are a volunteers who will work with students on a centities contacted by the School District in coninformation about me. I expressly waive in consuch information, any claims, including without invasion of privacy, or interference with contragainst the school district, its agents and office I further understand that as a volunteer application confidentiality Agreement below. I am aware to services.	funteer in Regional School Uniterforms criminal background characteristics and I authorized in the continuing basis, and I authorized in the continuing basis, and I authorized in the continuity of the continuit	tecks on all ze persons and to provide or provision of the original distress, herwise have such information Volunteer
If you have lived outside of Maine, please special Refusal to provide authorization for criminal by	packground checks and/or pro	
If you have answered YES to any of the above additional sheets if necessary.	questions (1 – 4), provide full o	details below. Use
4. Have you EVER had any assault or sexua against a minor?	d misconduct convictions	□ Yes □ No
3. Have you had two or more criminal conviction years?	ctions within the past 10	□ Yes □ No
2. Have you had any criminal conviction(s) v involve(s) a minor?	within the past 10 years that	□ Yes □ No
1. Have you had any criminal conviction(s) withan a minor traffic violation?	within the past 2 years other	□ Yes □ No

Because we are responsible for student safety and need to take a conservative approach, our district will deny volunteer applications for the following reasons:

- 1. Any conviction within the past 2 years other than minor traffic violation
- 2. Any conviction that involves a minor within the past 10 years
- 3. Two or more convictions within the past 10 years
- 4. Any assault or sexual misconduct against a minor
- 5. Administrator discretion

Any applicant who is denied may appeal the denial through a meeting with the Superintendent. If a unique situation exists, approval may be reconsidered.

## **VOLUNTEER CONFIDENTIALITY AGREEMENT**

I understand that ALL student and staff information is confidential. I agree not to access, review, disclose, or use confidential student or staff information without specific authorization from a school administrator. I also understand that even when I am no longer a volunteer in the schools, any confidential information I have learned must continue to be kept confidential. I understand that any breach of these confidentiality requirements will result in my immediate termination as a volunteer and may result in legal action against me.

I understand that I must comply with all Board policies and school rules applicable to school staff, as well as all directions from school administrators and staff while serving as a volunteer. I further understand that my authorization to serve as a volunteer may be terminated at the discretion of the Superintendent and School Principal at any time if they determine it is in the best interests of Regional School Unit 13.

Signature of Volunteer	Printed Name	Date			
NOTE: All employment application materials become the property of Regional School Unit 13. None will be returned.					
* BUILDING ADMIN USE ONLY *					
Building Administrator: Please select one with your initials.					
This Volunteer <u>will</u> be working with students on a continuing basis. Criminal Background check <u>IS</u> required.					
This Volunteer <b>will not</b> be working with students on a continuing basis.					
NOTE: Any volunteer with a clean background check does not need to be fingerprinted for a one-time event which is held in a public place (e.g. field trips).  Fingerprinting is for ongoing, unsupervised work with students.					
* CENTRAL OFFICE USE ONLY *					
Central Office Administrator: Please select one with your initials.					
Application Approved					
Application Denied					
CO Administrator or Authorized	Official:	Date:			