

VOLUNTEER ASSISTANCE

The Monterey County Board of Education (County Board) 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 Board encourages parents/guardians and other members of the community to share their time, knowledge, and abilities with students.

(cf. 1000 - Concepts and Roles)

(cf. 1700 - Relations Between Private Industry and the Schools)

(cf. 4222 - Teacher Aides/Paraprofessionals)

(cf. 5020 - Parent Rights and Responsibilities)

(cf. 5148 - Child Care and Development)

(cf. 5148.2 - Before/After School Programs)

(cf. 6020 - Parent Involvement)

(cf. 6171 - Title I Programs)

As appropriate, volunteers shall be provided with information about Monterey County Office of Education (MCOE) 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 maintenance work shall be limited to those projects that do not replace the normal maintenance duties of classified staff. The County Board nevertheless encourages volunteers to work on short-term projects to the extent that they enhance the classroom or school, do not significantly increase maintenance workloads, and comply with employee negotiated agreements.

Volunteer aides shall not be used to assist certificated staff in performing teaching or administrative responsibilities in place of regularly authorized classified employees who have been laid off. [Education Code (EC) 35021]

Volunteers shall act in accordance with MCOE policies, regulations, and school rules. The Monterey County Superintendent of Schools (County Superintendent) or designee is expected to be responsible for investigating and resolving complaints regarding volunteers.

(cf. 0410 - Nondiscrimination in Programs and Activities)

(cf. 3515.2 - Disruptions)

The County Board encourages principals and program directors to develop a means for recognizing the contributions of each program's volunteers.

(cf. 1150 - Commendations and Awards)

Qualifications

Procedures shall be established for determining whether volunteers possess the qualifications, if any, required by law and administrative regulation for the types of duties they will perform.

The County Superintendent or designee shall determine which volunteer positions will be subject to Department of Justice and Federal Bureau of Investigation criminal background checks prior to assuming a volunteer position. [EC 49024]

Upon initial volunteer assignment, a volunteer shall have on file with MCOE a certificate showing that he or she has submitted to a tuberculosis risk assessment and, if tuberculosis risk factors were identified, was examined and found to be free of infectious tuberculosis. [EC 49406]

Legal Reference:

EDUCATION CODE

- 8482-8484.6 *After School Education and Safety program*
- 8484.7-8484.9 *21st Century Community Learning Center program*
- 35021 *Volunteer aides*
- 35021.1 *Automated records check*
- 35021.3 *Registry of volunteers for before/after school programs*
- 44010 *Sex offense; definition*
- 44227.5 *Classroom participation by college methodology faculty*
- 44814-44815 *Supervision of students during lunch and other nutrition periods*
- 45125 *Fingerprinting requirements*
- 45125.01 *Interagency agreements for criminal record information*
- 45340-45349 *Instructional aides*
- 45360-45367 *Teacher aides*
- 49024 *Activity Supervisor Clearance Certificate*
- 49406 *Examination for tuberculosis*

GOVERNMENT CODE

- 3543.5 *Prohibited interference with employees' rights*

HEALTH AND SAFETY CODE

- 1596.871 *Fingerprints of individuals in contact with child day care facility clients*

LABOR CODE

- 1720.4 *Public works; exclusion of volunteers from prevailing wage law*
- 3364.5 *Persons performing voluntary services for school districts*

PENAL CODE

- 290 *Registration of sex offenders*
- 290.4 *Information re: sex offenders*

290.95 *Disclosure by person required to register as sex offender*

CODE OF REGULATIONS, TITLE 22

101170 *Criminal record clearance*

101216 *Health screening, volunteers in child care centers*

UNITED STATES CODE, TITLE 20

6319 *Qualifications and duties of paraprofessionals, Title I programs*

ATTORNEY GENERAL OPINIONS

62 Ops.Cal.Atty Gen. 325 (1979)

COURT DECISIONS

Whisman Elementary School District, (1991) PERB Decision No. 868

Adopted: 04/06/16