

Burlington School District

POLICY D 6R: VOLUNTEERS AND WORK STUDY STUDENTS

Formerly Policy IJOC

The Burlington School District recognizes the valuable contributions made to the schools by volunteers and work study students. It further recognizes that appropriate supervision of volunteers and work study students will enhance their contributions as well as fulfill the responsibility that the School District has for the education and safety of its students.

Definitions

For purposes of this policy and administrative rules and procedures developed pursuant to this policy:

1. **Volunteer:** A volunteer is an individual not employed by the school district who works on an occasional or regular basis in the school setting to assist the staff. A volunteer works without compensation or economic benefits.
2. **Work Study Student:** A work-study student receives compensation for work performed at the school as part of a college work experience program. For purposes of this policy, an intern, working without pay, will be considered as a work study student. A student working toward a teaching credential who may be placed at a school as a student teacher is not a work study student. *For purposes of this policy, an intern working without pay will be considered a work study student.*

Policy

Superintendent's Responsibilities: The Superintendent shall develop administrative rules and procedures to ensure that work study students are appropriately screened prior to entering into service in the school district, and that only volunteers and work study students who have been screened and approved by the superintendent have extended unsupervised contact with students. The screening process utilized by the school district shall minimally include a name and birth date check with the Vermont Internet Sex Offender Registry *and access to other registries that may become available to the hiring authority* for any person being considered for service as a work study student or a volunteer. A person who is on the Vermont Internet Sex Offender Registry or other registry shall not be eligible to be a work study student or a volunteer.

Volunteers and work-study students are responsible for complying with school policies, rules and regulations. Volunteers and work study students will be considered staff members for purposes of compliance with the state and federal harassment statutes.

This Policy replaces Policy IJOC, Volunteers and Work Study Students.

Legal References: 4 V.S.A. §1102(b)(8) - (Unauthorized disclosure)
16 V.S.A. §255 (Public and Independent School Employees, Contractors)
16 V.S.A. §565 (Harassment & hazing prevention)
16 V.S.A. § 260 (Supervision policy requirement)
20 V.S.A. §§2062, 2063 (Fees)
20 V.S.A. §2056c (Disseminating of criminal history)

Cross References: Sexual Harassment, D 8
Equal Employment Opportunity and Non- Discrimination A 4
Prevention of Harassment the Basis of Protected Characteristics- Employees
and Others, D 1R
F 2R Prohibition of Student Harassment

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