



Book	Policy Manual
Section	Board Review Spring 2026 (40.2)
Title	Vol. 40, No. 2 - February 2026 Renumbered/Revised VOLUNTEERS
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Renumbered/Revised Policy - Vol. 40, No. 2

8120.09~~3120.09~~ - VOLUNTEERS

The Board of Education recognizes that certain programs and activities can be enhanced through the use of volunteers who have particular knowledge or skills that will be helpful to members of the professional staff responsible for the conduct of those programs and activities.

The Superintendent shall be responsible for recruiting community volunteers, reviewing their capabilities, and making appropriate placements. The District~~S/He~~ shall not be obligated to make use of volunteers whose abilities are not in accord with District needs.

Volunteers for Athletic Activities

Volunteers who direct, supervise, or coach a student activity program that involves athletics, routine or regular physical activity, or activities with health and safety considerations may be required to complete a sudden cardiac arrest training course. The qualifications may also include completion of a student mental health training course. The mental health training course may be combined with or part of another training course.

These volunteers will submit to a background check and take courses as may be required by the Michigan Department of Education ("MDE") and/or the Michigan High School Athletic Association ("MHSAA").

General Requirements

[x] Any individual who volunteers to work in the schools or on any school-sponsored activity shall submit to a criminal history records check prior to being allowed to participate in any activity or program.

[x] Any volunteer who works with or has access to students shall submit to a criminal history records check prior to being allowed to participate in any activity or program.

~~**[]** Any person who volunteers to work with the District shall be screened through the Internet sites for the Sex Offenders Registry ("SOR") list, the Internet Criminal History Access Tool ("ICHAT") criminal history records check, and the Offender Tracking Information System ("OTIS") prior to being allowed to participate in any activity or program.~~

~~**[]** Any volunteer who works with or has access to students shall be screened through the Internet sites for the Sex Offenders Registry ("SOR") list, the Internet Criminal History Access Tool ("ICHAT") criminal history records check, and the Offender Tracking Information System ("OTIS") prior to being allowed to participate in any activity or program.~~

The Superintendent is to inform each volunteer that they~~s/he~~:

- A. are required~~shall agree~~ to abide by all Board policies and District guidelines while on duty as a volunteer (including, but not limited to, the volunteer's obligation to keep confidential and not release or permit access to any and all student personally identifiable information to which they are exposed except as authorized by law)~~including signing,~~

~~if appropriate, the District's Network and Internet Access Agreement Forms;~~

- B. will be covered under the District's liability policy but the District cannot provide any type of health insurance to cover illness or accident incurred while serving as a volunteer, nor is the person eligible for workers' compensation;
- C. will be asked to sign a form releasing the District of any obligation should the volunteer become ill or receive an injury as a result of their ~~his/her~~ volunteer services;-
- D. ~~(-) may not accept compensation from any third party or source including, but not limited to, booster, parent, or other District support organizations for the performance of their official duties as a volunteer on behalf of the Board.~~
{END OF OPTION}

Furthermore, the Superintendent shall inform all volunteers who work or apply to work unsupervised with children on a regular basis of the need to display appropriate behavior at all times, and that ~~The Superintendent shall also ensure that each volunteer is properly informed of the District's appreciation for his/her time and efforts in assisting the operation of the schools.~~

[CHOOSE OPTION #1 OR #2]

[x] [OPTION #1]

they may be required to provide a set of fingerprints at any time so that a criminal records check can be conducted. If a criminal records check is then conducted, it will be done as a condition of continued service as a volunteer and will be at **(x)** the Board's **[OR] (-)** ~~the volunteer's~~ **{END OF OPTION}** expense.

[] [OPTION #2]

~~they will have to provide a set of fingerprints so that a criminal records check can be conducted (-) at the Board's expense (-) and that they will have to pay the costs associated with the criminal records check {END OF OPTION} either before they can begin their duties or as a condition of continued service as a volunteer at the discretion of the Board.~~

{END OF OPTIONS}

If a criminal records check indicates that a volunteer has been convicted of or pleaded guilty to any of the offenses listed below the volunteer will be informed either that the Board is no longer interested in maintaining their volunteer service or that the volunteer will be assigned to duties for which they will not work unsupervised with children.

The Superintendent shall inform each volunteer of the District's appreciation for their time and efforts in assisting in the operation of the schools and for their understanding with regard to the need for all volunteers to be subject to a possible criminal records check.

If a criminal records check indicates that a volunteer has been convicted of or pleaded guilty to any offense that would preclude an individual from employment pursuant to M.C.L. 28.722, the volunteer will be informed either that the Board is no longer interested in maintaining their volunteer service or that the volunteer will be reassigned to duties in which they will not work unsupervised with children. Under no circumstances shall a volunteer with a disqualifying conviction under M.C.L. 28.722 be permitted to work unsupervised with children.

A volunteer with a disqualifying conviction under M.C.L. 28.722 may, at the Superintendent's discretion, be permitted to engage in limited volunteer activities — such as a family member reading aloud to a classroom — provided that: (i) a certificated District employee is present and directly supervising at all times; and (ii) the volunteer has no unsupervised contact with students at any point. The Superintendent may revoke this permission at any time.