

CPS Volunteer Policy



CPS VOLUNTEER PROGRAM

Background

- It is a core priority of the District to support the engagement and empowerment of families and communities
- Pillar Three explains that parents must be empowered as leaders, and that schools and the District must be resourceful in identifying partners who can support student growth and learning
- CPS volunteers are critical to Pillar Three
- CPS seeks to provide opportunities to parents and community through our Volunteer Program and we feel our current policy is restrictive to some of these opportunities
- We are recommending a change to our current policy to increase school access to interested volunteers



RECOMMENDED POLICY CHANGES

Fingerprint Criminal Background Check **Required For Level I Volunteers:**

1. Chaperoning overnight school-sponsored trips (also required per Student Travel Policy)
2. A volunteer with regular, direct contact with children.. *Note: Recommended to establish 10 hours/week for parents/guardians volunteering where child attends and 5 hours/ week for non-parent volunteers*
3. Coaches, Assistant Coaches (also required per CPS High School Athletic Association Bylaws)
4. Student teachers and pre-service teachers (also required per Student Teacher and Pre-Service Teacher Enrollment Policy)
5. One-on-One tutors or mentors
6. Any other volunteer activity where there may be ongoing individualized interaction with a student(s) or unsupervised contact with children
7. Any volunteer activity where a funding agency requires criminal record clearance



RECOMMENDED POLICY CHANGES

Criminal Background Check **NOT Required For Level II Volunteers:**

1. Incidental volunteers with no ongoing individualized interaction with a students (less than 5 or 10 hours/week, provided there is direct supervision by regular school employees)
2. Parents/guardians accompanying his/her child's class on a one-day field trip or another type of extra-curricular activity that does not involve an overnight stay
3. LSC members who have completed a background check as part of LSC requirements (see Board Rules 6-28, 6-29 and 6-30 for background check and eligibility requirements for LSC members)
4. Volunteers working on projects/activities involving no or nominal contact with children
5. CPS employee volunteers who have a background check for employment



PROPOSED NEW VOLUNTEER POLICY PRACTICE

- CPS will utilize our Parent Support Center to address volunteer inquiries
- Develop a new volunteer data management system, which will allow for visibility into the status of an applicant
- We recommend that this policy change take effect for the 2014-15 school year