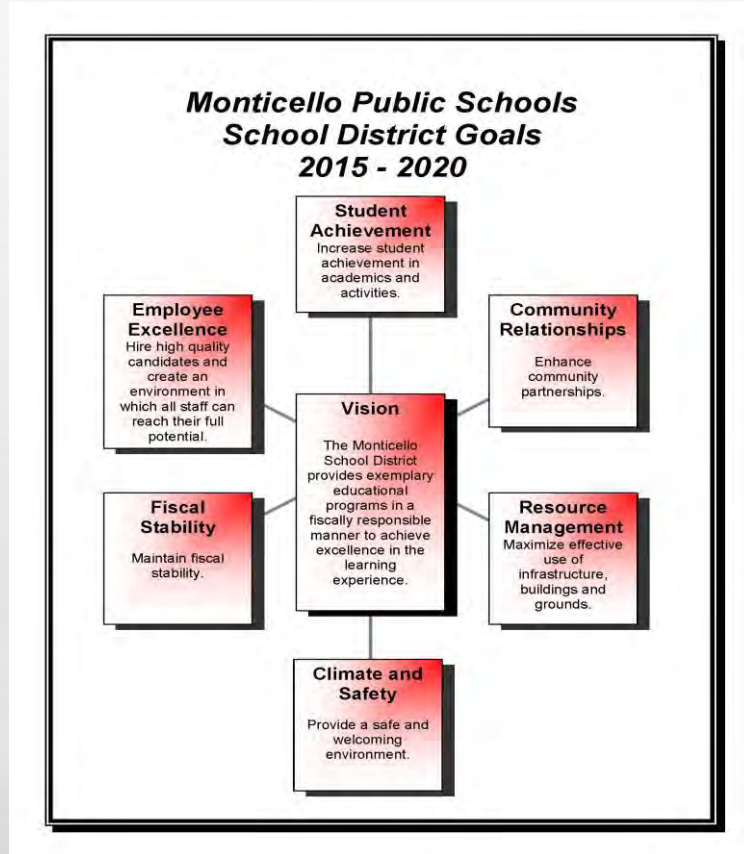


DISTRICT 882 MONTICELLO SCHOOLS

VOLUNTEER TRAINING PROGRAM



MONTICELLO SCHOOL DISTRICT GOALS



WE LOVE OUR VOLUNTEERS

VOLUNTEERS ARE VALUED

AND

WELCOMED

- Throughout the District, hundreds of volunteer positions have evolved.
- Volunteers bring value to the District, the schools, and most importantly, the students.
- Welcome to our schools and thank you for your commitment to excellence.



VOLUNTEER POSITIONS

THERE ARE MANY OPPORTUNITIES
THAT YOU COULD EXPERIENCE
IN ONE OF OUR SCHOOLS

- Front Door Greeters
- Destination Imagination Coach
- Playground Programs
- Field Trip Chaperone
- Student Academic Programs
- Activity Night/Dance Chaperone
- Classroom Guest
- Guest Reader/Presenter
- Book Fair
- Track and Field Worker
- Fitness Tester or Field Day Worker
- And Many Additional Opportunities



SAFETY OF OUR STUDENTS FIRST

BACKGROUND CHECKS

- All volunteers are required to complete a background check.
- Every District 882 employee, student teacher, volunteer, and coach must complete a background check.

EVERY 4 YEARS

- All volunteers are required to undergo a background check every four years.
- Background checks from any organization outside of the Monticello School District approved agency will not be accepted.

BACKGROUND CHECK FEE

- Background check screening process conducted by outside agency.
- Cost for the background check is \$15.00 (*checks made out to District #882*). Amount is due when the volunteer application is submitted.
- Forms and additional information are available on each school website or in each school's main office.
- It may take up to one week to get results.

KEY PRINCIPLES FOR VOLUNTEERS

IF YOU WITNESS SOMETHING QUESTIONABLE, REPORT IT

- If you witness student(s) disrespecting themselves, property, or others, please report it to a district employee.

BE A POSITIVE ROLE MODEL FOR OUR STUDENTS

- Volunteers are expected to dress appropriately and use appropriate language representing the volunteer community in our schools.
- Cell phones must be turned off.
- Tobacco products, including e-cigarettes, and alcohol (before) or during is absolutely prohibited at any time on school grounds or during a volunteer position.



KEY PRINCIPLES FOR VOLUNTEERS

BE AWARE OF THE SCHOOL'S STRICT DATA PRIVACY POLICY

- Information about a student or students may not be shared or discussed outside of school.
- If you have concerns, see or hear something that should be reported, please report anything you may hear from a student to a staff member.

REPORT SUSPICION OF ABUSE OR NEGLECT TO A TEACHER, PRINCIPAL OR DIRECT SUPERVISOR IMMEDIATELY

- If a volunteer knows or has reason to believe that a child is being neglected, physically, or sexually abused, it should be reported immediately.
- Immediately means as soon as possible. The District has 24 hours to file such information with County officials
- Additional information on mandated reporting, child neglect, and physical or sexual abuse can be found in the District Policy No. 414.



BULLY PROHIBITION POLICY

DUE TO MINNESOTA STATE STATUTE, MONTICELLO SCHOOL DISTRICT IS REQUIRED TO INCLUDE THE
DISTRICT'S BULLY PROHIBITION POLICY WITH ORIENTATION FOR ALL STAFF, COACHES AND VOLUNTEERS



GOAL OF THE BULLY PROHIBITION POLICY

Prevent and respond to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior to create a safe environment conducive to learning

BULLYING means intimidating, threatening, abusive, or harming conduct that is objectively offensive



WHAT IS BULLYING?

REPEATED OR FORMS A PATTERN

- An actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct

MATERIALLY AND SUBSTANTIALLY INTERFERES

- Materially and substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges

CYBERBULLYING

- Use of technology or other electronic communication to disrupt student learning or the school environment



WHAT IS CYBERBULLYING?

MEANS BULLYING

- Using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound or data,

PROHIBITED ELECTRONIC CONDUCT

- Transmitted through a computer, cell phone, or other electronic device.
- The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises.

“TO THE EXTENT THAT IT SUBSTANTIALLY AND MATERIALLY DISRUPTS STUDENT LEARNING OR THE SCHOOL ENVIRONMENT”



KEY COMPONENTS OF BULLYING

APPLIES

- To students who directly engage in an act of bullying.

AND

- To students who, by their indirect behavior, condone or support another student's act of bullying.

FOR ACTIVITY

- That takes place on school premises,
- On school district property,
- At school functions or activities,
- Or school transportation.

“TO THE EXTENT THAT IT SUBSTANTIALLY AND MATERIALLY DISRUPTS STUDENT LEARNING OR THE SCHOOL ENVIRONMENT”



EXPECTATION AND RESPONSE

Staff	Be Alert	To Bullying	Address	Report
Teacher Administrator Volunteer Contractor Other School Employee	Be particularly alert to possible situations, circumstance, or events that might include bullying	Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct	Make reasonable efforts to address and resolve the bullying or prohibited conduct	Inform the building principal or designees within 24 hours



THE LAW SAYS IF YOU DON'T

- Volunteers who fail to inform the building principal or designee, of bullying conduct, will jeopardize the privilege of volunteering.
- School District personnel who fail to inform the building principal or designee of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.



VOLUNTEERS CONTRIBUTE

TO THE SCHOOL DISTRICT VISION AND GOALS

AND

TO THE MISSION

EVERY KID, EVERY DAY



WE WANT THE STUDENTS AND THE ADULTS INVOLVED TO HAVE A MEANINGFUL EXPERIENCE

THANK YOU FOR OFFERING STUDENTS
UNIQUE OPPORTUNITIES AND MAKING
OUR PROGRAMS EVEN BETTER



PLEASE COMPLETE THE SIGNATURE PAGE ON THE LINK BELOW

[LINK TO SIGNATURE PAGE](#)