

Skamania School District 2
122 Butler Loop Road
Skamania, WA 98648

VOLUNTEER APPLICATION

Please complete the forms in this packet and return the packet to the school office.

Name _____ Date _____
Last First Middle

Street address _____ Home phone _____

Mailing address _____ Cell phone _____

Birthdate ____/____/____ (required for background check)

Volunteers often help out in the following areas. Please check those that interest you.

____ Classroom (e.g. assist students with reading, math, etc.)

____ Library

____ Before and/or after school programs

____ Health screenings (assist nurse during vision/hearing screenings)

____ Field trip chaperone

____ Other (please explain) _____

How often are you interested in volunteering? (e.g. every morning/afternoon, several times a week, once a week, as-needed/requested, etc.)

What time(s) of day are you available? _____

What previous experience do you have working with children? _____

What age group of students do you prefer working with? _____

Is there any additional information you'd like us to share with us? _____

Have you had or do you presently have any injury or illness that may limit the type of work you can do? Yes No If yes, please explain: _____

I have read and understand the enclosed materials including the rights and responsibilities of volunteers in the Skamania School District.

CONFIDENTIALITY STATEMENT:

I, _____, do hereby declare that as a volunteer for the Skamania School District, I will hold any information imparted to me by said agency as confidential material and will not divulge that information to any other individual.

I hereby authorize and consent to Skamania School District, its agents and employees, to inquire into and undertake whatever background check of me that Skamania School District, in its sole discretion, deems appropriate to determine my fitness to serve as a volunteer. I understand the inquiry may include computer database searches, interviews with people acquainted with me, employers or references. I understand the information will be kept confidential to the extent permitted by law, but that Skamania School District, as a public entity, is subject to the State Public Disclosure Act, RCW 42.17.250 et seq and the exemptions provided there under, as amended. I release and hold harmless Skamania School District, its agents and employees, and all references or other sources of information from any and all liability in obtaining or providing such information about me. I agree that if Skamania School District determines, in its sole discretion, that I have provided false or incomplete information in response to the above questions, or the District decides, with or without cause, not to retain me as a volunteer for whatever reason, Skamania School District may, without notice or other process, reject my application to serve as a volunteer.

Pursuant to RCW 9A.72.085, I certify (or declare) under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

Date ____ / ____ / ____ Signature _____

Printed Name _____

Home Address _____

City/State Where Signed _____

Date of birth _____

VOLUNTEER INFORMATION

The Skamania School District recognizes the valuable contribution made to the total school program through the volunteer assistance of parents and other citizens. Please read the information below so you will better understand what your responsibilities will and will not include.

Volunteers shall:

1. Set a good example of positive citizenship and affirming behaviors.
2. Serve in the capacity of helpers and not be assigned to roles which require specific professional training. Volunteers are assisting school personnel and not supplanting regular educational work of school personnel.
3. Refrain from discussing the performance or actions of a student except with appropriate school personnel such as the student's teacher, counselor, coach or administrator.
4. Refer to a regular staff member for final solution of any student problem, which arises, whether of an instructional, medical or operational nature.
5. Receive such information as:
 - a. General job responsibilities and limitations.
 - b. Information about building facilities, routines and procedures.
 - c. Work schedules and place of work.
 - d. Expected relationship to the regular staff.
6. Be provided appropriate volunteer training at the building level, if new volunteers, consistent with their tasks and existing district standards.
7. Not divulge confidential information to which he/she may come in contact within the classroom or building.

Examples of suggested duties for volunteers include:

- a. Bulletin boards
- b. Preparation of materials for art, science, math, etc.
- c. Light clerical duties
- d. Clean-up activities
- e. Library related duties
- f. Instructional activities appropriate to the volunteer's training and to classroom needs such as monitoring assignments, listening to oral reading, etc.
- g. Vision and hearing screening
- h. School activities supervision
- i. Assisting in athletics under the supervision of head coach

Volunteers may have their services denied or terminated for the following reasons:

- a. Failure to satisfactorily pass required Washington State Patrol and/or other such safety clearance procedures.
- b. Program and/or duties completed
- c. Resignation of the volunteer
- d. Replacement of the volunteer
- e. Circumstances, which in the judgment of the administration, may necessitate asking the volunteer to terminate services.

SCHOOL VOLUNTEER DISCLOSURE FORM

To help ensure the safety of Washington's school children, pursuant to RCW 43.43.830 through 834, all volunteers who will or may have unsupervised access to children with this school district must complete the following disclosure statement. This information will be used only in determining whether to accept you as a volunteer, and will not be used or disseminated for any other purpose. Further, the school district may request your fingerprints to obtain a report of your conviction record through the Washington State Patrol.

Note: "Convicted," as used in this document, means found guilty of any misdemeanor, gross misdemeanor, or felony crime in a court of law, including instances in which a plea of guilty or nolo contendere is the basis for the conviction, or any proceedings in which the charge has been deferred from prosecution under Chapter 10.05 RCW or the sentence has been deferred or suspended.

- a. Have you ever been convicted of any crime against children or other persons?

"Crime against children or other persons" includes any of the following offenses:

- Aggravated murder
- First or second degree kidnapping
- First, second, or third degree assault of a child
- First, second, or third degree rape of a child
- First degree arson
- First or second degree manslaughter
- Indecent liberties
- Vehicular homicide
- Communication with a minor
- Simple assault
- First or second degree criminal mistreatment
- First or second degree custodial interference
- Malicious harassment
- Criminal abandonment
- First or second degree sexual misconduct with a minor
- Violation of child abuse restraining order
- Selling or distributing erotic material to a minor
- First or second degree murder
- First, second, or third degree assault
- First, second, or third degree rape
- First or second degree robbery
- First degree burglary
- First or second degree extortion
- Incest
- Prostitution
- Felony indecent exposure
- First degree promoting prostitution
- Unlawful imprisonment
- Sexual exploitation of minors
- Child abuse or neglect as defined in RCW 26.44.020
- First or second degree custodial sexual misconduct
- First, second, or third degree child molestation
- Patronizing a juvenile prostitute
- Child buying or selling
- Promoting pornography
- Custodial assault
- Child abandonment

or any of these crimes as they may be renamed in the future.

YES () NO ()

- b. Have you ever been convicted of crimes or found by a court in a protection proceeding under chapter 74.34 RCW to have abused or financially exploited a vulnerable adult?

"Crimes relating to financial exploitation" means a conviction for first, second, or third degree extortion; first, second, or third degree theft; first or second degree robbery;

SCHOOL VOLUNTEER DISCLOSURE FORM

forgery; or any of these crimes as they may be renamed in the future. Abuse to include (mental, physical, sexual, neglect, and abandonment)

YES () NO ()

- c. Have you ever been convicted of crimes related to drugs?

"Crimes relating to drugs" means a conviction of a crime to manufacture, delivery, or possession with intent to manufacture or deliver a controlled substance.

YES () NO ()

- d. Have you ever been found in any dependency action under RCW 13.34.040 to have sexually assaulted or exploited any minor or to have physically abused any minor?

YES () NO ()

- e. Have you ever been found by a court in a domestic relations proceeding under Title 26 RCW to have sexually abused or exploited any minor or to have physically abused any minor?

YES () NO ()

- f. Have you ever been found in any disciplinary board final decision to have sexually or physically abused or exploited any minor or developmentally disabled person?

YES () NO ()

If your answer is YES to any of the above, please describe and provide the case number(s), date(s) of the conviction(s) or finding(s), jurisdiction(s), and the sentence(s) and/or penalty(ies) imposed. If a conviction has been the subject of an expungement, pardon, annulment, or certificate of rehabilitation, please specify. (Use the rear of this sheet, and attach additional sheets if necessary).

INFORMATION PROVIDED: YES () NO () N/A ()

Under penalty of perjury, I certify that the above information is true, correct and complete. I understand that my service to the school district may be terminated for any misrepresentations or omission in the above statements.

Signature: _____ Date: _____

Printed Name: _____

Address: _____

Date of Birth ___/___/___

Inappropriate Conduct While Volunteering at Skamania School and during School-Sponsored Activities

- Taking an undue interest in a student (i.e., having a "special" friend or a "special relationship" with a particular student).
- Engaging in peer-like behavior with students.
- Touching students for no educational or health reason, i.e. being overly "touchy".
- Hugging, kissing, or other physical contact including when the student does not want this attention.
- Being alone with the student behind closed doors.
- Talking to the student about the adult's personal problems.
- Talking to the student about the student's personal problems to the extent that the adult becomes a confidant of the student when it is not the adult's role to do so.
- Engaging in talk with students containing sexual innuendo or banter.
- Telling sexual jokes to students.
- Talking with a student about sexual topics that are not related to a specific curriculum.
- Showing pornography to a student.
- Using e-mail, text-messaging, social networking sites, or instant messaging to contact and/or discuss personal topics or interests with students.
- Invading the student's privacy (e.g., walking in on the student in the bathroom).
- Or any combinations of the above or similar conduct.

In the event that a volunteer is found to have engaged in or solicited prohibited acts, including but not limited to, boundary invasion, sexual contact or romantic relationship, with a student or minor as defined in this directive, the volunteer will be asked to terminate their volunteer relationship with the school and will be reported to authorities for potential legal action.

Skamania School District does not discriminate on the basis of sex, race, creed, religion, color, national origin, age, honorably discharged veteran or military status, sexual orientation including gender expression or identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal by a person with a disability in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination:

Title IX Coordinator, Section 504/ADA Coordinator, Compliance Coordinator for 28A.640 and 28A.642 RCW:

Superintendent
122 Butler Loop Rd.
Skamania, WA 98648
509-427-8239
sgodwin@esd112.wednet.edu

Sexual Harassment Policy

Skamania School District is committed to a positive and productive education and work environment free from discrimination, including sexual harassment. Sexual harassment includes all unwanted sexual attention, as well as the creation of an intimidating, hostile or offensive environment. This can include, but is not necessarily limited to:

- Sexually suggestive looks or gestures;
- Sexual jokes or teasing;
- Pressures for dates or sex;
- Sexually demeaning comments;
- Deliberate touching, cornering, or pinching;
- Attempts to kiss OR fondle; and/or
- Request for sex in exchange for grades, promotion or salary increases.

Sexual harassment occurs when:

- Submitting to the harasser's demands is a stated or implied condition of obtaining an education, work benefit, or other benefit;
- Submission to or rejection of sexual demands is a factor in an academic, work or other school related decision affecting an individual; or
- Unwelcome sexual or gender-directed conduct or communication interferes with an individual's performance or creates an intimidating, hostile or offensive environment.

The district shall take prompt, equitable and remedial action within its authority on reports, complaints and grievance alleging sexual harassment that comes to the attention of the district either formally or informally.

Drug, Alcohol, Tobacco, & Weapon Free

Skamania School District is a Drug, Alcohol, Tobacco, & Weapon free district.

The possession and use of illegal drugs/alcoholic beverages is prohibited.

Using, possessing, transmitting alcohol, illegal chemical substances, including anabolic steroids, or opiates in any amount or in any manner at school or school sponsored events/activities, or while a passenger in district vehicles, or on school property at any time is a violation of district policy and state law.