

## **VOLUNTEER INFORMATION-ANNUAL NOTICE**

We encourage parents and community members to volunteer in our schools and believe that having people from the community in our buildings can enrich the day to day experience of our students.

Volunteers must complete and sign a volunteer background check application each year. The background check takes 5 - 7 business days to complete. In addition to the background check, every volunteer and contractor who will be on district property when students are present will have a name check through the Oregon Department of Education Sexual Misconduct database.

Once a background check has been received. The volunteer's name is added to an approved volunteer list that each employee in the district can access. Folks are not able to volunteer until their names are added to the list.

Note: if you are simply dropping off something for your student or meeting with a staff member, you do not need to complete a background check.

[Here is the link to the volunteer background check packet.](#) Completed forms can be turned into your school or dropped off with Brie Scriber at the district office.