

# Condon School District 25J

Code: **IICC**  
Adopted: 4/12/94  
Readopted: 12/14/05; 11/12/08; 4/13/16  
Orig. Code(s): IICC

## Volunteers

The Board appreciates and encourages volunteerism in the district. It provides the district with the opportunity to utilize the expertise, energy, enthusiasm, commitment and diverse skills of the community in meeting the districts instructional and noninstructional goals.

Volunteerism is designed to supplement, not supplant, regular district programs and staff. Selection of the volunteers by the superintendent or his/her designee will be made following a district approved screening process.

Volunteers will receive no remuneration for tasks and ordinarily will be recruited for an identified and specific purpose.

Nonexempt employees<sup>1</sup> may not volunteer to perform services for the district which involve the same or similar type of services<sup>2</sup> as the employees regularly assigned duties.

The process of determining the suitability of a volunteer will include the following:

1. A criminal records check and/or fingerprinting at district expense:
  - a. If the person does not consent to a background/fingerprint check, he/she will not be allowed to volunteer in the schools or in other district programs involving students;
  - b. If the district is notified that a person has been convicted of a crime or has an arrest that is still under investigation or going through the court system and has yet to be resolved (not yet acquitted, dismissed or convicted) or the individual has made a false statement on the form pertaining to his/her convictions, the person will not be allowed to volunteer in the district.

At the request of an individual identified in 1.b. above the superintendent may conduct a review of the individual's situation to determine if circumstances may allow a person to volunteer under limited and defined circumstances. If the superintendent disapproves the request to volunteer the individual may appeal to the Board, which shall have the final say.

END OF POLICY

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<sup>1</sup>There are three types of FLSA exemptions: those for executive, administrative and professional employees. Generally, employees who are exempt under the executive, administrative or professional exceptions must primarily perform executive, administrative or professional duties at least 50 percent of the employee's time.

<sup>2</sup>Instructional assistant duties are generally viewed to be the same type of service, supervising and instructing students, as coaching.

**Legal Reference(s):**

[ORS Chapter 243](#)  
[ORS 326.607](#)

[ORS 332.107](#)

[OAR 839-020-0005](#)

Fair Labor Standards Act of 1938, 29 U.S.C. §§ 206-207 (2006).

**Cross Reference(s):**

GCDA/GDDA - Criminal Record Checks/Fingerprinting