

# Gresham-Barlow SD 10

Code: **IICC**  
Adopted: 7/11/94  
Readopted: 4/12/01; 5/02/02; 11/06/14  
Orig. Code(s): IICC

## Volunteers

Citizens who voluntarily contribute their time and talents to the improvement of the public schools' instruction, community education and other programs are valuable assets. The Board encourages constructive participation of groups and individuals in local schools, other district offices and programs to perform appropriate tasks during and after school hours under the direction and supervision of professional personnel. The Board believes that community volunteers enrich school environment and improve communication between school and community.

Any person authorized by the district for volunteer service into a position having direct, unsupervised contact with students will be required to undergo an Oregon criminal records check every four years.

Nonexempt employees<sup>1</sup> may be permitted to volunteer to perform services for the district provided the volunteer activities do not involve the same or similar type of services<sup>2</sup> as the employee's regularly assigned duties. In the event a nonexempt employee volunteers to perform services for the district that are the same or similar as the employee's regularly assigned duties, the Board recognizes that under the Fair Labor Standards Act (FLSA), overtime or compensatory time must be provided.<sup>3</sup>

The superintendent is instructed to provide guidelines for the management of the volunteer program, recruitment and training of volunteers and the training of professional staff in the utilization of volunteers.

END OF POLICY

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### 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 Records Checks/Fingerprinting

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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.

<sup>3</sup>Districts should review with legal counsel the use of non-exempt employees in extracurricular activity positions such as coaching and as advisers for cheerleading and other district-sponsored activities for FLSA district impact.