

STEM SCHOOL HIGHLANDS RANCH POLICY
Volunteering

I. PURPOSE

STEM School Highlands Ranch is a school of choice. As such, STEM recognizes the value of parental involvement in the school and wishes to provide avenues for parents of STEM students to contribute to the success of STEM.

II. POLICY

Volunteer and Chaperone Expectations:

All volunteers must complete a background check before participating in any STEM volunteer activities. In order to become a volunteer, a volunteer application must be submitted through a designated security firm, so that the criminal background check can be completed before an individual is approved as a volunteer.

Families of STEM students are asked to provide 30 hours of volunteer time per year (15 per single-parent family) each school year. Every \$20 of donated items translates to one volunteer hour. Volunteer hours are not required.

In order to keep track of volunteer hours, STEM uses a volunteer management program to track volunteer hours.

We welcome, appreciate and value parent participation as volunteers for our school programs. The following guidelines require that Volunteers and Chaperones:

- Must report chronic or severe disciplinary issues to the supervising faculty members.
- Must use appropriate and acceptable language at all times.
- Must conform to school district policies that forbid the use of tobacco, alcohol, or drugs by students or adults at school or at school-related events.
- Must enforce the anti-harassment/ bullying policy.
- Must not verbally harass students or make physical contact intended to discipline.
- Must abide by the rules for confidentiality pertaining to information about particular students.
- Must report any information of a personal nature or information that relates to child safety to the supervising faculty member, school counselor, or Building Director for the student's grade level.

Volunteering Policy

Parent Involvement in Classrooms:

Teachers will provide meaningful opportunities for parents to participate in the classroom. The following are specific expectations for any parental involvement in the classroom.

- Teachers are the final authority in the classroom.
- Teachers have their own teaching style, which is to be respected by all room volunteers.
- Volunteers must be under the direct supervision of certified staff at all times.
- Volunteers must check in with the front office before entering the classroom.
- Under no circumstance is it acceptable for a parent volunteer to confront a teacher about an issue in the classroom, or any other part of the school, when students are present.
- Should a parent volunteer be deemed incapable of securing the health, safety and welfare of the students and/or the school by Administration, Building Directors for the student’s grade level reserves the right to deny direct access to students and/or classroom related activity and/or campus per statutory authority.

Approved by the STEM School Board on 03/10/2023.
(dd/mm/yyyy)

STEM School Highlands Ranch

By: *Michelle Horne* (signature on file)
(Signature, Board secretary)

Michelle Horne
(Printed name, Board secretary)

Adopted: October 2023