

The School Board of Broward County, Florida
VOLUNTEER APPLICATION

PLEASE PRINT

PERSONAL INFORMATION

Title: Mr. Ms. Mrs. Dr. Rev.

Suffix: Jr. Sr. III IV V

Legal Last Name

Legal First Name

M.I.

Maiden Name

Social Security Number (Optional)

Date of Birth (mm/dd/yyyy)

IDENTIFYING DOCUMENT

In order to process your volunteer application, one identifying document such as a driver's license, official state ID, or passport is required. You will need to bring this document on your first visit to the school.

PASSPORT

Passport ID #

Issue Date (mm/dd/yyyy)

Expiration Date (mm/dd/yyyy)

OR

DRIVER'S LICENSE OR STATE ID

ID #

Issue Date (mm/dd/yyyy)

Expiration Date (mm/dd/yyyy)

Street Address (as it appears on the ID)

Apt./Suite #

City

State

Zip Code

Home Phone #

Cell Phone #

Work Phone #

Email Address

CONTACT INFORMATION

Address is the same as above.

Street Address

Apt./Suite #

City

State

Zip Code

EMERGENCY CONTACT

First Name

Last Name

Relationship

Emergency Phone #

Allergies

EMPLOYMENT

Are you currently employed? Yes No

OPTIONAL

Employer _____

Occupation _____

Employer's address _____

Apt./Suite # _____

City _____

State _____

Zip Code _____

Phone # _____

PLACEMENT BACKGROUND

The following information is used to identify the best volunteer placement for you:

Gender:

- Male
 Female

Highest Education Level:

- Elementary School
 Middle School
 High School
 High School/GED
 Technical Diploma
 Some College
 College
 Post Graduate

Ethnicity:

- Asian
 Black
 Hispanic/Latin
 Native American
 Native Hawaiian/Other Pacific Islander
 Unknown
 White

How were you recruited to volunteer?

- | | | |
|---|--|---|
| <input type="checkbox"/> School | <input type="checkbox"/> Parent Group/Organization | <input type="checkbox"/> Volunteer Services |
| <input type="checkbox"/> Employer | <input type="checkbox"/> Civic/Community Organizations | <input type="checkbox"/> Partnerships |
| <input type="checkbox"/> Self Recruited | <input type="checkbox"/> Youth Mentoring Programs | <input type="checkbox"/> District Program |
| <input type="checkbox"/> Other | <input type="checkbox"/> Government Agency | <input type="checkbox"/> Media |

Skills, interests, talents, collections, hobbies, etc. (Select all that apply):

- | | | | |
|---|---|--|-------------------------------------|
| <input type="checkbox"/> Carpentry/Construction | <input type="checkbox"/> Collecting (stamps, coins, etc.) | <input type="checkbox"/> Gardening | <input type="checkbox"/> Health |
| <input type="checkbox"/> Performing Arts | <input type="checkbox"/> Sports | <input type="checkbox"/> Reading/Writing | <input type="checkbox"/> Technology |
| <input type="checkbox"/> Travel | <input type="checkbox"/> Visual Arts | | |

Other Interests: _____

Languages Spoken:

- English Spanish Creole Portuguese French

Other Languages: _____

PARENT/GUARDIAN

If you are the parent/guardian of a Broward County Public School student(s), please complete the form below.

Child's Full Name

Name of School

Grade (K-12)

Teacher's Name

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

VOLUNTEER PLACEMENT PREFERENCES

Preferred Grade Level(s). (Select all that apply)

- Pre-K (5-6 Yrs.) K-2 (6-8 Yrs.) 3-5 (9-11 Yrs.)
 6-8 (11-13 Yrs.) 9-12 (13-17 Yrs.) Adult

School Preference: (Enter the name of the school where you want to volunteer)

Preferred School: _____ 2nd Preference: _____

Availability:

Please indicate all times you are available to volunteer. Please note that evening & weekend placements are limited.

<u>Monday</u>	<u>Tuesday</u>	<u>Wednesday</u>	<u>Thursday</u>	<u>Friday</u>	<u>Sat/Sun</u>
<input type="checkbox"/> Morning	<input type="checkbox"/> Morning	<input type="checkbox"/> Morning	<input type="checkbox"/> Morning	<input type="checkbox"/> Morning	<input type="checkbox"/> Morning
<input type="checkbox"/> Afternoon	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Afternoon	<input type="checkbox"/> Afternoon
<input type="checkbox"/> After School	<input type="checkbox"/> After School	<input type="checkbox"/> After School	<input type="checkbox"/> After School	<input type="checkbox"/> After School	<input type="checkbox"/> After School
<input type="checkbox"/> Evening	<input type="checkbox"/> Evening	<input type="checkbox"/> Evening	<input type="checkbox"/> Evening	<input type="checkbox"/> Evening	<input type="checkbox"/> Evening

How often are you available to volunteer? (Please choose one)

- Daily Once Per Week Twice Per Week
 Occasionally Once Per Month Twice Per Month
 To Be Determined

AREAS OF INTEREST

Please indicate your area(s) of interest (an explanation of each activity is included in 'Pathway for Volunteers' located at www.getinvolvedineducation.com.) Please note that not all activities are available at all schools.

Student Support/Assistance

- Assist in Classroom
 Classroom Speaker
 Exceptional Education
 Home Projects
 Math Superstars Volunteer
 Meet the Masters Art Appreciation
 Mentor

Student Clubs/Activities

- Athletics
 Band/Music
 Debate
 Drama
 Field Trip Chaperone

Tutoring

- Adult Literacy
 Math
 Reading
 Science

School Wide Support

- Computers/Technology
 Health Room/Clinic
 Media Center/Library
 School Advisory Council/Forum

Career/Business

- Career Education
 Career Shadowing/Internship

ADDED SCREENING

Certain volunteer activities require fingerprinting and an FBI check, at no cost to the volunteer. The school may request for you to undergo this additional screening and will provide you with complete instructions.

The School Board of Broward County, Florida, prohibits any policy or procedure that results in discrimination on the basis of age, color, disability, gender, national origin, marital status, race, religion or sexual orientation.

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act (ADA) may call Equal Educational Opportunities (EEO) at 754-321-2150 or Teletype Machine, TTY 754-321-2158.

GUIDELINES FOR VOLUNTEERS

To make your experience as a school volunteer a beneficial one for the students and for you, please follow these guidelines while helping in the schools.

1. Your main concern while engaged in school activities should be the safety and education of all students.
2. You must not give students medication.
3. You must not discuss individual student's grades, records, and abilities. This is personal and confidential information protected by Florida Statute 228.093.
4. You may not supervise a classroom or discipline students. These are the responsibilities of the teacher and the school.
5. You will be assigned only to staff members and/or students requesting help.
6. You should set a good example for students by your manner, appearance, and behavior.
7. Your volunteer involvement is limited to the school site, school hours, and at school-sponsored activities.
8. You are required to complete an application form annually before helping in the school.
9. You must wear a name badge for identification when helping with school activities.
10. You are required to scan your volunteer badge in and out of the school.

DISCLOSURE

Security Background Information

To become a volunteer in Broward County Public Schools, a criminal background history check will be conducted. A prior criminal record may or may not result in your disqualification to volunteer. However, a failure to disclose your record will result in an immediate end to your involvement as a volunteer. Therefore, the following questions must be answered truthfully. Please note that in Florida, the **entire** arrest record can be revealed to school districts, including sealed, expunged records, military court proceedings, and juvenile records.

- Yes No 1. Have you **EVER BEEN** convicted of child abuse, incest, lewd and lascivious action, pornography, or other sexual offenses?
- Yes No 2. Have you **EVER BEEN** convicted of the sale or possession of drugs, drug paraphernalia, or other drug related offenses?
- Yes No 3. Have you **EVER BEEN** convicted of assault, battery, or other violent crimes?
- Yes No 4. Are you an active or former member of law enforcement, a fire fighter, a Department of Children & Family Services employee, a judge, a state or assistant state attorney, a government employee with duties involving human resources, labor relations, code enforcement officers or a spouse or child of the foregoing categories?

SIGNATURE

1. By submitting this document, I certify that I have read and fully understand the **Guidelines for Volunteers** and the **Security Background Information** sections.
2. I further state that all information is true and accurate.
3. By submitting this form, I agree to abide by the policies of the Broward County Public Schools and certify that I know, understand and agree that any false statements or omissions of information requested will result in the immediate end to my volunteer involvement with students.
4. I understand that submitting this application does not guarantee placement in a volunteer position.
5. I understand that my involvement with Broward County Public Schools may be terminated with or without cause at the discretion of either Broward County Public Schools or by me, the volunteer.
6. By submitting this document, I understand that Broward County Public Schools reserves the right to check the criminal background of its volunteers.
7. I give my permission to conduct any investigation necessary to verify all information identified on this form. In addition, I understand that volunteer records are public under Florida Statutes.

SIGNATURE: _____

DATE: _____

NEXT STEPS

Thank you for submitting an application and for your interest in the students of Broward County Public Schools. Your application to be a volunteer will be reviewed.

* **Volunteers** who have identified a school must call that school in one week.

* **Volunteers** who have not identified a school may discuss a school placement by calling the Volunteer Services Department at (754) 321-2040, in one week.

If you want to be a **mentor**, call Youth Mentoring Programs at (754) 321-1972.

If you want to be a **business partner**, call Partners In Education at (754) 321-1974.