



AGUA FRIA UNION HIGH SCHOOL DISTRICT 216 VOLUNTEER APPLICATION

Name _____

Phone _____

Address _____

City/Zip _____

E-mail _____

Please complete this section of the application in order for us to have sufficient information on your experiences and background.

1. Current Employment _____

2. Work Experience _____

3. Education (High School, College, University, etc) _____

4. Special Interest, Training, or skills (Hobbies, Computers, Business, Music, etc.) _____

5. Volunteer Experience _____

6. **(For Student Teachers/Interns Only):** Please list School and Content Area. Please note if there is a specific mentor teacher with whom you would like to be placed (no guarantees) _____

For Office Use Only

Date: _____ Location: _____ Contact Person/Activity: _____

Fingerprints Fingerprint Card (Exp. _____) ID Cleared on: _____

Comments: _____

Please list times in the box or boxes to tell us which mornings or afternoons you would be available to volunteer.

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
A.M.					
P.M.					

On which campus would you like to volunteer? (Please check all that apply)

AFHS DEHS MHS VHS No Preference Other _____

What program will you be volunteering for? _____

Do you already have a teacher or coach you will be volunteering for? _____

Have you ever worked with students? _____

What grade/age levels? _____

What are your areas of interest? _____

EMPLOYMENT REFERENCES (CURRENT & PREVIOUS EMPLOYMENT)

Employer Name, Address, Telephone	Position	Reason for Leaving	Dates Employed
Telephone ()			
Telephone ()			
Telephone ()			

PERSONAL REFERENCES (PLEASE PROVIDE THREE PERSONAL REFERENCES)

- Name: _____ Phone: _____
- Name: _____ Phone: _____
- Name: _____ Phone: _____

I certify that the above information is correct. I hereby authorize the Agua Fria Union High School District to do a background investigation. I understand that this information will be treated as confidential material. Volunteers will submit to fingerprinting as required by law (a copy of the Arizona Revised Statute is attached).

Volunteer's Signature

Date

**AGUA FRIA UNION HIGH SCHOOL DISTRICT 216
VOLUNTEER QUALIFICATIONS AND REQUIREMENTS**

Name

Position

Volunteer Signature

Date Volunteering

I, _____, being duly sworn, do hereby certify that I have never been convicted of or admitted in open court or pursuant to a plea agreement committing, and am not now awaiting trial for committing, any of the following criminal offenses in the state of Arizona or similar offenses in any other jurisdiction:

- Sexual Abuse of a Minor
- Incest
- First or second-degree murder
- Kidnapping
- Arson
- Sexual Assault
- Sexual exploitation of a minor
- Felony offenses involving sale, distribution or transportation of, offer to sell, transport, or distribute or conspiracy to sell, transport, or distribute marijuana or dangerous or narcotic drugs
- Felony offenses involving the possession or use of marijuana, dangerous drugs, or narcotic drugs
- Misdemeanor offenses involving the possession or use of marijuana or dangerous drugs
- Burglary in the first degree
- Burglary in the second or third degree
- Aggravated or armed robbery
- Robbery
- A dangerous crime against children as defined in A.R.S. 13-601.01
- Child Abuse
- Sexual conduct with a minor
- Molestation of a child
- Manslaughter
- Aggravated assault
- Assault
- Exploitation of minors involving drug offenses

Subscribed, sworn to, and acknowledged before me by _____,
this _____ day of _____, 20_____, in Maricopa County, Arizona.

My Commission Expires:

Notary Public

AGUA FRIA UNION HIGH SCHOOL DISTRICT GUIDELINES FOR VOLUNTEERS

- The Agua Fria Union High School District appreciates the time volunteers donate to our schools. The District has procured general liability coverage for volunteers. Coverage for Volunteers is provided off school premises for District approved events/activities only. The district **DOES NOT** provide insurance coverage for the loss or damage of personal property of students, staff, or volunteers.
- The exact procedure of working with volunteers will differ with each situation. Volunteers work under direct supervision of a teacher or district personnel.
- Volunteers must refer all discipline situations to the teacher or district personnel.
- Volunteers **MUST NOT** give any medications or medical advice to students. Where sickness and medications are concerned the school nurse or authorized personnel will follow required procedures.
- Volunteers will receive training in preparation of their responsibility.
- Volunteers will complete the volunteer application, and receive a volunteer I.D. badge upon fingerprint clearance and Governing School Board Approval.
- The Volunteer Coordinator will be responsible for the orientation of volunteers.

Volunteer Signature

Date

Agua Fria Union High School District 216 Volunteer Application

WHO CAN VOLUNTEER?

Everyone who cares about children and education is a potential volunteer. Prior teaching experience is not necessary to be a volunteer. Volunteers are parents, grandparents, community members, retirees and senior citizens.

WHAT KIND OF JOBS TO VOLUNTEERS DO?

Our schools offer a variety of volunteer opportunities. Some jobs provide the volunteer with a chance to work with students. There are also volunteer opportunities for those who prefer not to work directly with students. Volunteers are viewed as PARTNERS in the education team. They make possible the improved delivery of educational services for students.

Volunteers may select the jobs that interest them and may decide on how many hours and days they wish to contribute. The time commitment is up to the individual. Volunteers may choose to serve from time to time as a resource person.

The following are samples of the jobs you may choose as a volunteer:

1. CLASSROOM INSTRUCTIONAL VOLUNTEER

With guidance from a teacher the volunteer may tutor and assist individual and small groups of students who are having difficulties with the subject matter. A volunteer may also perform such tasks as putting up bulletin boards, correcting papers, preparing teaching aids and special learning materials.

Student Teacher Instructional Volunteers, placed with a teacher as a result of a partnership between the Agua Fria Union High School District and local colleges/universities, will have mentor teachers who coach and work with student teachers as they prepare and teach lessons, manage classes, observe and are active participants in their assigned placements.

Student Intern Instructional Volunteers, placed with a teacher as a result of a partnership between the Agua Fria Union High School District and local colleges/universities, will observe instruction, instructional strategies, assist the teacher, and teach mini lessons in their assigned placements.

Student Teachers and Students Interns must be enrolled in a college/university teacher preparation program, and must have a current and valid fingerprint clearance card.

2. OFFICE CLERICAL ASSISTANCE/HEALTH CENTER VOLUNTEER/LIBRARY VOLUNTEER

Volunteers can help in school offices assisting the school secretaries. Volunteers may offer their services in the Health Center or school library.

3. RESOURCE PERSON

A volunteer can offer their services speaking to students on subjects for which they have knowledge.

4. EXTRA-CURRICULAR ACTIVITIES VOLUNTEER

Volunteers can help with sports activities, clubs or field trips. They may work on theater productions and art projects.

ARIZONA REVISED STATUTE 15-512

Noncertificated personnel: fingerprinting personnel; affidavit

- A.** Noncertificated personnel and personnel who are not paid employees of the school district and who are not either the parent or the guardian of a pupil who attends school in the school district but who are required or allowed to provide services directly to pupils without the supervision of a certificated employee and who are initially hired by a school district after January 1, 1990, shall be fingerprinted as a condition of employment: except for personnel who are required as a condition of licensing to be fingerprinted if the license is required for employment with that district within one year after the date that employee terminated employment with the district. A school district may release the results of a background check to another school district for employment purposes. The employee's fingerprints and the form prescribed in subsection D of this section shall be submitted to the school district within twenty days after the date an employee begins work. A school district may terminate an employee if the information on the form provided under subsection D of this section is inconsistent with the information received from the fingerprint check. The school district shall develop procedure for fingerprinting employees. For the purposes of this subsection, "supervision" means under the direction of and except for brief periods of time during a school day or a school activity, within sight of a certificated employee when providing direct services to pupils.
- B.** Fingerprint checks shall be conducted pursuant to 41-1750, subsection G.

The Agua Fria Union High School District requires the fingerprinting and background (reference) checks on all volunteers and/or volunteer candidates.