

COMMUNITY RELATIONS:  
SCHOOL VOLUNTEER PROGRAM

GKG  
(EXHIBIT)

The following exhibits may be used in filling volunteer positions in the District:

Exhibit A: Application for Volunteers - 1 page

Exhibit B: Criminal History Record Information Addendum - 1 page

Exhibit C: Approval of Volunteers - 1 page

DATE ISSUED: 04/19/1999  
UPDATE 16  
GKG(EXHIBIT)-RRM

COMMUNITY RELATIONS:  
SCHOOL VOLUNTEER PROGRAM

GKG  
(EXHIBIT)

**EXHIBIT A**

APPLICATION FOR VOLUNTEERS

Please complete the following information.

1. Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

2. What days of the week would you be available to work: (please circle) M T W Th F

3. Number of hours you can contribute to volunteer work weekly \_\_\_\_\_

4. What kind of volunteer work would you prefer? \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

5. Background and experience

Education \_\_\_\_\_

Special Skills \_\_\_\_\_

Experience \_\_\_\_\_

6. Please provide us with the names, addresses, and telephone numbers of three references we may contact, or provide us with letters of reference from the persons listed.

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

I understand that the District may conduct a criminal history record check, and I have completed the addendum to provide the information needed to conduct such a check.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

DATE ISSUED: 04/19/1999  
UPDATE 16  
GKG(EXHIBIT)-RRM

COMMUNITY RELATIONS:  
SCHOOL VOLUNTEER PROGRAM

GKG  
(EXHIBIT)

**EXHIBIT B**

CRIMINAL HISTORY RECORD INFORMATION ADDENDUM

(CONFIDENTIAL\*)

The District is authorized by state law to obtain criminal history record information on any person who has indicated in writing an intention to serve as a volunteer with the District. The District needs the information requested below to obtain this criminal history record information.

Full name (print) \_\_\_\_\_  
Last First Middle Initial

Date of birth \_\_\_\_\_

Sex:  Male  Female

Ethnicity: \_\_\_\_\_

I understand the information I am providing about age, sex, and ethnicity will not be used to determine eligibility for a volunteer position but will be used solely for the purpose of obtaining criminal history record information.

\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\*This form will be removed from the application and filed separately in the office of the volunteer coordinator.

DATE ISSUED: 04/19/1999  
UPDATE 16  
GKG(EXHIBIT)-RRM

COMMUNITY RELATIONS:  
SCHOOL VOLUNTEER PROGRAM

GKG  
(EXHIBIT)

**EXHIBIT C**

APPROVAL OF VOLUNTEERS

This is to verify that \_\_\_\_\_ (volunteer's name) is eligible for assignment as a volunteer. I have provided (him) (her) with an orientation to the procedures of the campus.

Date interviewed \_\_\_\_\_

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Assignment \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Principal's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Superintendent's Signature

\_\_\_\_\_  
Date

DATE ISSUED: 04/19/1999  
UPDATE 16  
GKG(EXHIBIT)-RRM