

Dear Parents and Community Members,

There are many opportunities for parent volunteers in the Condon School District. Depending upon your availability, you can choose to offer your time every day, every week, once a month, or once a year! But please know that any help you can offer is very much appreciated by our students, staff and administration.

The Condon School District is a vibrant and active school community, and our generous parent and community volunteers are the key which allows our programs to continue and flourish.

Thanks in advance for your volunteer efforts!

Volunteer Background Checks

Basic Information

Criminal background checks are required for volunteers in the Condon School District. The conviction of a crime (felony or misdemeanor) will not automatically disqualify a person from volunteering in a school. Completed forms are maintained in a confidential manner.

Background Check Process

Volunteers may not begin until they have been cleared. To ensure that the criminal checks are completed, schools must follow this process.

- 1) Community and parent volunteers need to complete two forms, and return them to the school.
 - a) Condon Volunteer Interest Form
 - b) Condon Volunteer Criminal Background Check Form
 - i) This can be placed in a sealed envelope if you are concerned about confidentiality.
- 2) The coordinator will conduct the criminal records search and alert the school when the volunteer has been cleared. The Criminal Background Check form will then be stored in a confidential manner.
- 3) The coordinator will inform the principal of any individual whose criminal records check does not come back satisfactorily.
- 4) An individual who disagrees with any decisions regarding their status as a volunteer that results from the criminal background check may appeal that decision to Mr. Jay Kosik, Superintendent of the Condon School District.