

## CURRENT/CONTINUING VOLUNTEER

**A COPY OF VALID GOVERNMENT ISSUED PHOTO IDENTIFICATION MUST BE ATTACHED TO COMPLETE THIS APPLICATION.**

### **PLEASE PRINT**

Full Name (First, Full Middle, Last) \_\_\_\_\_ SCHOOL(s) \_\_\_\_\_

Current Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Current Cell Phone & Other Phone: \_\_\_\_\_

Current E-mail Address: \_\_\_\_\_

All District volunteers must immediately notify the District Office Human Resources Department at 262-255-8440 after any arrest, indictment, conviction, no contest or guilty plea, or other adjudication of the volunteer for any felony, any offense involving moral standards and any of the other offenses as indicated below:

- A. Crimes involving school property or funds;
- B. Crimes that occur wholly or in part on school property or at a school-sponsored activity;
- C. Any crime involving children
- D. A misdemeanor which involves moral turpitude [e.g. an act or behavior that gravely violates moral sentiments or accepted moral standards of the community]; or
- E. A misdemeanor which violates the public trust.

The requirement to report a conviction or deferred adjudication shall not apply to minor traffic offenses. However, an offense of operating under the influence, revocation or suspension of license, and driving after revocation or suspension must be reported if the volunteer drives or operates a District vehicle or piece of mobile equipment or transports students or staff in any vehicle. Failure to report under this section may result in the volunteer no longer being allowed to participate in District activities, functions or provide volunteer services. Such report shall be made as soon as possible, but no more than three (3) calendar days after the event giving rise to the duty to report. The District may conduct criminal history and background checks on its volunteers as necessary to serve a legitimate District purpose.

An arrest or indictment shall not be an automatic basis for an adverse volunteer decision. The District reserves the right to suspend or remove volunteer privileges in its sole discretion based on the nature of conduct leading to arrest or indictment.

Conviction of a crime shall not be an automatic basis for an adverse volunteer action. The District shall consider the following factors in determining what action, if any, should be taken against a volunteer who is convicted of a crime:

- The nature and gravity of the offense or conduct;
- The time that has passed since the offense, conduct and/or completion of the sentence;
- The nature of the position to which the volunteer is assigned; and
- The relationship between the offense and the position to which the volunteer is assigned.

Nothing herein shall prohibit the District from suspending or terminating volunteer services based upon an arrest, indictment or conviction.

AS A CONDITION OF VOLUNTEERING, I give permission for the School District of Menomonee Falls to conduct a background check on me, which may include but is not limited to a review of sex offender registries, child abuse and criminal history records. I understand that, if appointed, my position is conditional upon the District receiving no

inappropriate information on my background. I hereby release and agree to hold harmless from liability the School District of Menomonee Falls, and its predecessors, successors, assigns, agents, directors, officers, employees, representatives, and all other persons acting by, through, under or in concert with any of them from any and all claims, known or unknown, I also understand that, regardless of previous appointments, School District of Menomonee Falls is not obligated to appoint me to a volunteer position. If appointed, I am subject to suspension by the District and removal by the Board of Education for violation of School District policies or principles.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Name (*please print or type*) \_\_\_\_\_

**Equal Opportunity**

It is the policy of the District that persons seeking employment with the District shall not be discriminated against in employment by reason of their age, race, creed, color, religion, handicap or disability, pregnancy, marital or parental status, sex, citizenship, national origin, ancestry, sexual orientation, arrest record, conviction record, military service, membership in the National Guard, state defense or reserves, political affiliation, use or nonuse of lawful products off the employer's premises during nonworking hours, declining to attend a meeting or to participate in any communication about religious matters or political matters, the authorized use of family or medical leave or worker's compensation benefits, genetic information, physical, mental, emotional or learning disability, or any other factor protected by local, state or federal law in all employment practices including terms, conditions and privileges of employment.

THE SCHOOL DISTRICT OF MENOMONEE FALLS DOES NOT DISCRIMINATE IN EMPLOYMENT, PROGRAM OPPORTUNITIES, VOLUNTEER OPPORTUNITIES OR DELIVERY OF SERVICES.

Revised February 1, 2015