



**Regional School Unit 13  
Office of the Superintendent**  
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**Steffany Tribou**  
Assistant Superintendent

**John C. McDonald**  
Superintendent of Schools

**Max Black**  
Business Manager

**Neal Guyer**  
Projects Director

**APPLICATION FOR SCHOOL VOLUNTEER**

REGIONAL SCHOOL UNIT 13 DOES NOT DISCRIMINATE IN THE OPERATION OF ITS EDUCATIONAL AND EMPLOYMENT POLICIES AND WILL HONOR ALL APPROPRIATE LAWS RELATIVE TO DISCRIMINATION.

Prospective volunteers must complete and sign the Volunteer Application form and Volunteer Confidentiality Agreement. Criminal Background checks will be performed on all volunteer applicants who will work with students on a continuing basis. Any information obtained through this form and background checks will remain strictly confidential.

Date \_\_\_\_\_

Name \_\_\_\_\_  
                                    First                                    Middle                                    Last

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

Telephone \_\_\_\_\_ E-Mail Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ *(required for background check)*

***Please attach a copy of driver's license or other ID containing name and date of birth.***

At which school(s) do you wish to be a volunteer?

- Ash Point Community School (Pre-K-5)
- Oceanside High School (9-12)
- South School (Pre-K-5)
- Special Education
- Cushing Community School (K-5)
- Oceanside Middle School (6-8)
- Thomaston Grammar School (K-5)

Why do you wish to volunteer in our schools?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

BACKGROUND: The following information is asked of all individuals who work with our children to help ensure the safety of our students. A YES answer does not automatically disqualify you for volunteering.

1. Have you had any criminal conviction(s) within the past 2 years other than a minor traffic violation?	<input type="checkbox"/> Yes <input type="checkbox"/> No
2. Have you had any criminal conviction(s) within the past 10 years that involve(s) a minor?	<input type="checkbox"/> Yes <input type="checkbox"/> No
3. Have you had two or more criminal convictions within the past 10 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
4. Have you EVER had any assault or sexual misconduct convictions against a minor?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If you have answered YES to any of the above questions (1 – 4), provide full details below. Use additional sheets if necessary.

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If you have lived outside of Maine, please specify states and dates:

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Refusal to provide authorization for criminal background checks and/or providing false or misleading information on this application shall constitute sufficient reason to deny approval to serve as a volunteer or termination as a volunteer in Regional School Unit 13.

I understand that Regional School Unit 13 performs criminal background checks on all volunteers who will work with students on a continuing basis, and I authorize persons and entities contacted by the School District in connection with this application to provide information about me. I expressly waive in connection with any request for or provision of such information, any claims, including without limitation, defamation, emotional distress, invasion of privacy, or interference with contractual relations that I might otherwise have against the school district, its agents and officials or against any provider of such information. I further understand that as a volunteer applicant, I am required to sign the Volunteer Confidentiality Agreement below. I am aware that I will receive no compensation for my services.

I have been truthful in all information and responses to questions on this application.

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Signature of Volunteer

Date

Because we are responsible for student safety and need to take a conservative approach, our district will deny volunteer applications for the following reasons:

1. Any conviction within the past 2 years other than minor traffic violation
2. Any conviction that involves a minor within the past 10 years
3. Two or more convictions within the past 10 years
4. Any assault or sexual misconduct against a minor
5. Administrator discretion

Any applicant who is denied may appeal the denial through a meeting with the Superintendent. If a unique situation exists, approval may be reconsidered.

**VOLUNTEER CONFIDENTIALITY AGREEMENT**

I understand that ALL student and staff information is confidential. I agree not to access, review, disclose, or use confidential student or staff information without specific authorization from a school administrator. I also understand that even when I am no longer a volunteer in the schools, any confidential information I have learned must continue to be kept confidential. I understand that any breach of these confidentiality requirements will result in my immediate termination as a volunteer and may result in legal action against me.

I understand that I must comply with all Board policies and school rules applicable to school staff, as well as all directions from school administrators and staff while serving as a volunteer. I further understand that my authorization to serve as a volunteer may be terminated at the discretion of the Superintendent and School Principal at any time if they determine it is in the best interests of Regional School Unit 13.

\_\_\_\_\_  
Signature of Volunteer

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Date

*NOTE: All employment application materials become the property of Regional School Unit 13. None will be returned.*

✧ **BUILDING ADMIN USE ONLY** ✧

**Building Administrator: Please select one with your initials.**

\_\_\_\_\_ This Volunteer **will** be working with students on a continuing basis. Criminal Background check **IS** required.

\_\_\_\_\_ This Volunteer **will not** be working with students on a continuing basis.

**\* NOTE: Any volunteer who will be alone or unsupervised with students needs fingerprinting completed and on file.**

✧ **CENTRAL OFFICE USE ONLY** ✧

**Central Office Administrator: Please select one with your initials.**

\_\_\_\_\_ Application Approved

\_\_\_\_\_ Application Denied

CO Administrator or Authorized Official: \_\_\_\_\_ Date: \_\_\_\_\_