

2023-2024

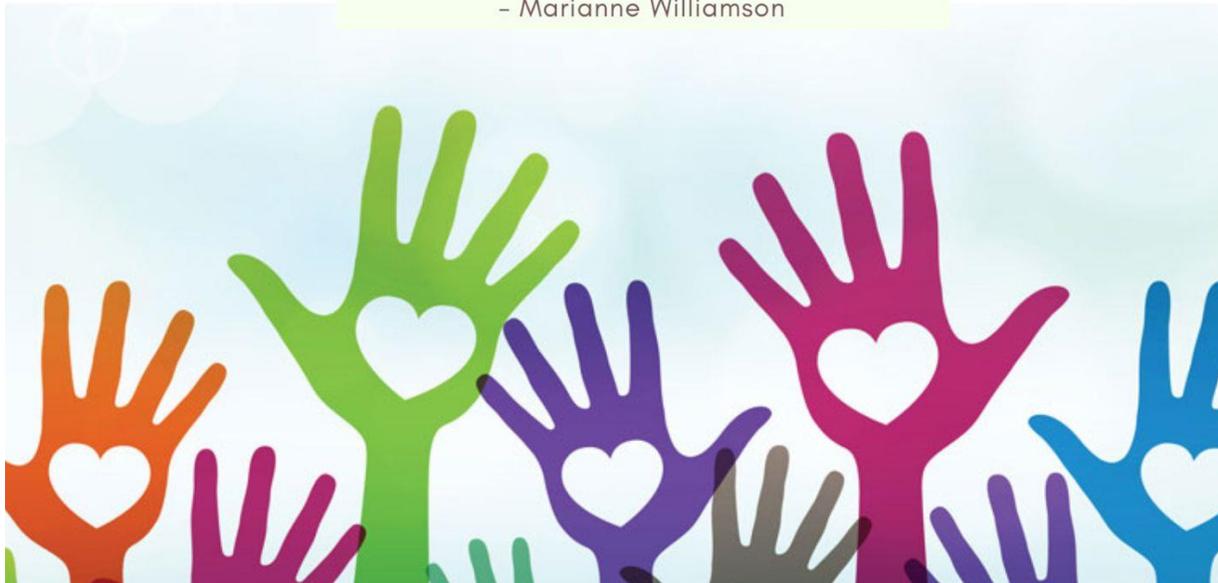
# SCHOOL VOLUNTEER HANDBOOK



*Thank You  
for Volunteering*

"Nothing liberates our greatness like the desire  
to help, the desire to serve."

- Marianne Williamson



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Dear Parent Volunteers,

On behalf of La Feria ISD, I would like to extend a warm welcome to each one of you as you embark on your journey as valued members of our parent volunteer program. Your dedication and commitment to supporting our school community are greatly appreciated.

At La Feria ISD, we firmly believe in the power of collaboration between parents, teachers, and students. Your involvement as parent volunteers plays a vital role in creating a nurturing and enriching environment for our students to thrive. By sharing your time, skills, and passion, you contribute to their overall growth and success.

Our parent volunteer program aims to foster a strong partnership between the school and parents, working together towards a common goal of providing the best educational experience for our students. We recognize that each of you brings unique talents, perspectives, and expertise, and we are excited to have you as part of our team.

In this handbook, you will find valuable information that will guide you through your role as a parent volunteer. It outlines our expectations, policies, and procedures to ensure a positive and rewarding experience for everyone involved. It also provides resources and training opportunities to support your growth as a volunteer.

As you embark on this journey, I encourage you to embrace the opportunity to connect with fellow parent volunteers, teachers, and school staff. The relationships you build will not only enrich your own experience but also contribute to a strong sense of community within our school.

Thank you for your commitment to making a difference in the lives of our students. Together, we can create a nurturing and supportive environment that empowers every child to reach its full potential. I look forward to working alongside you and witnessing the positive impact we can make together.

If you have any questions or need further assistance, please do not hesitate to reach out to us. Your input and feedback are valuable to us as we continuously strive to enhance our parent volunteer program.

Once again, welcome to the La Feria ISD parent volunteer program, and thank you for being an integral part of our school community.

Warm regards,

Nancy Loredó

Family and Community Engagement Coordinator

### Family Statement:

At La Feria ISD, we believe in the power of strong family involvement in education. We recognize that parents and caregivers play a vital role in supporting the growth and development of our students. By working together as a unified and engaged community, we aim to create an inclusive and nurturing environment where every child can thrive. As parent volunteers, we commit to actively participating in our children's educational journey, supporting the school's mission, and fostering a positive and collaborative relationship with teachers, staff, and fellow families.

### Our Mission:

The mission of our parent volunteer program is to contribute our time, skills, resources, and to ensure that all sessions enhance the educational experience of all students at La Feria ISD. We strive to create a supportive and enriching environment where every child feels valued, inspired, and empowered to reach its full potential. Through our dedication, commitment, and active engagement, we aim to strengthen the partnership between home and school, fostering a sense of community and promoting academic, social, and emotional growth for all students.

### Our Vision:

Our vision is to create a vibrant and inclusive educational community where parents, teachers, and staff work collaboratively to provide the best possible learning opportunities for our children. As parent volunteers, we envision a school environment that celebrates diversity, cultivates a love for learning, and fosters the development of responsible, compassionate, and well-rounded individuals. We strive to support and supplement the efforts of the school by actively participating in various activities, events, and initiatives that promote student success, well-being, and a lifelong love for education.



### **Our Mission Statement**

The mission of La Feria Independent School District is to develop learners for a global society.

### **Our Vision Statement**

La Feria ISD is committed to excellence through a system of family, community, and educational values where learners are empowered to become leaders that will positively impact the world.

# Our District Leadership

**Cindy Torres**

Superintendent of Schools

(956) 797-8301

**Lillian Ramos**

Asst. Superintendent of Student and Support Services

(956) 797-8302

**Julio Cavazos**

Chief Financial Officer

(956) 797-8306

**Umberto Flores**

Executive Director of Curriculum & Instruction

(956) 797-8342

**Raquel Vento**

Executive Director of Special Education

(956) 797-8514

**Nancy Loreda**

Family and Community Engagement Coordinator

(956) 797-8322

## **Objectives and goals of the parent volunteer program**

The parent volunteer program at La Feria ISD is designed with the following objectives and goals in mind:

- 1) **Enhancing student learning:** The primary objective of our parent volunteer program is to support and enhance student learning by providing additional resources, personalized attention, and individualized support. We aim to create a collaborative learning environment that fosters academic growth and success for all students.
- 2) **Strengthening the school-home connection:** We believe that strong partnerships between school and families contribute to the overall well-being and success of students. Through the parent volunteer program, we aim to strengthen the school-home connection by actively involving parents in the educational process and creating a shared sense of responsibility for student achievement.
- 3) **Building a supportive community:** Our parent volunteer program seeks to build a strong, supportive community within the school. By encouraging parents to volunteer, we aim to foster relationships, connections, and friendships among families, teachers, and staff. We believe that a connected community enhances the overall school experience for everyone involved.
- 4) **Promoting active parental engagement:** We strive to promote active parental engagement in various school activities beyond the classroom. By volunteering, parents have the opportunity to actively participate in the school community, contribute their skills and talents, and be actively engaged in their child's education.

## **Benefits and Impact of Parent Volunteer Involvement:**

Participating in the parent volunteer program offers several benefits and has a significant impact on both the volunteers and the school community:

- 1) Enhanced student support: Parent volunteers provide valuable one-on-one support, mentoring, and tutoring to students, helping them improve their academic performance and overall well-being.
- 2) Increased resources and opportunities: Parent volunteers bring a diverse range of skills, knowledge, and experiences that enrich the educational environment. They can contribute in various areas, such as organizing events, fundraising, sharing expertise, and supporting extracurricular activities.
- 3) Strengthened school-home partnership: Parent volunteers play a crucial role in bridging the gap between home and school. By actively participating in school activities, they establish a strong partnership with teachers, administrators, and other parents, creating a collaborative and supportive network.
- 4) Positive role models: Parent volunteers serve as positive role models for students, demonstrating the value of community involvement, responsibility, and lifelong learning. Their presence and dedication inspire students to become active participants in their own education.

## **Volunteer Opportunities:**

At La Feria ISD, we offer a range of volunteer roles and opportunities to suit the diverse skills and interests of our parent volunteers. Here are some examples of volunteer roles and their associated responsibilities:

- 1) Classroom Assistant:
  - a) Support teachers in daily classroom activities, such as organizing materials, preparing learning resources, or supervising small group work.
- 2) Event Coordinator:
  - a) Assist in planning and organizing school events.
  - b) Help with arrangements, decorations, volunteer coordination, or event promotion.
- 3) Library Helper:
  - a) Assist the school librarian in various tasks, such as shelving books, organizing materials, or helping students locate resources.
  - b) Support students during library periods by providing guidance and encouraging reading.
  - c) Assist with library events, book fairs, or literacy initiatives.
- 4) Tutor:
  - a) Provide academic support and tutoring to students in specific subjects or skills.
  - b) Work one-on-one or in small groups to reinforce learning, clarify concepts, and assist with homework.

## **Time Commitments and Scheduling Options:**

We understand that parent volunteers have varying availability and commitments. Therefore, we offer flexible time commitments and scheduling options to accommodate different schedules. Here are some considerations:

- 1) **Regular Commitments:** Some volunteer roles, such as classroom assistants or mentors, may require a consistent and ongoing commitment. Volunteers can choose to dedicate a certain number of hours per week or month for a specified duration.
- 2) **Event-Based Opportunities:** Other volunteer roles, such as event coordinators or helpers, may be project-based and require a specific time commitment leading up to and during the event. This allows volunteers to contribute their time and expertise without a long-term commitment.
- 3) **Flexible Scheduling:** We strive to offer flexible scheduling options to accommodate the availability of parent volunteers. This may include morning, afternoon, or evening shifts, as well as weekend opportunities for certain events or activities.

## **Volunteer Expectations and Guidelines**

At La Feria ISD, we have established clear expectations and guidelines to ensure a positive and professional environment for our parent volunteers. By adhering to these expectations, we create a safe and supportive space for all stakeholders involved. Here are some key areas of focus:

- 1) Code of Conduct and Ethical Guidelines for Parent Volunteers:
  - a) Treat all individuals with respect, kindness, and inclusivity, regardless of their background, ethnicity, or abilities.
  - b) Follow the school's code of conduct, policies, and procedures at all times.
  - c) Maintain a positive and nurturing environment that promotes learning and growth.
  - d) While volunteering, it is essential to remember that you are there to support and assist, not to replace or challenge the authority of teachers or school staff. Respect their roles and decisions.
  - e) Treat all students fairly and equally. Avoid showing favoritism or singling out specific individuals, as it may create divisions or negative experiences among students.
- 2) Confidentiality and Privacy Policies:
  - a) Respect the privacy and confidentiality of all students, staff, and families.
  - b) Do not disclose or discuss any confidential or personal information obtained during volunteer activities.
  - c) Refrain from engaging in gossip or spreading rumors about students, teachers, or other parents. Maintain a professional and positive demeanor.
- 3) Professionalism and Appropriate Behavior Expectations:
  - a) Demonstrate professionalism in all interactions and activities.
  - b) Follow the established guidelines and protocols of the school or organization. Avoid engaging in disruptive behavior or causing distractions that could hinder the learning environment.
  - c) Avoid discussing personal or controversial topics that may create tension or discomfort among students, teachers, or other volunteers.
  - d) Uphold high standards of integrity, honesty, and ethical behavior.

- e) Refrain from engaging in any form of discrimination, harassment, or inappropriate conduct.
- f) Dress appropriately, considering the school's dress code policy.

#### **4) Attendance, Punctuality, and Communication Protocols:**

- a) Honor the commitments made by attending scheduled volunteer activities promptly and consistently.
- b) Notify the relevant point of contact or coordinator in advance if unable to fulfill a commitment.
- c) Follow specific guidelines regarding sign-in and sign-out procedures.
- d) Maintain open and respectful communication with school staff, teachers, and other parent volunteers.
- e) Inform the designated coordinator or relevant staff of any concerns, issues, or feedback.
- f) Please put your cell phone on vibrate mode when working on campus. Cell phone ring tones and conversations are disruptive to the learning environment.
- g) Park in the parking lot to keep lanes at and near the schools' entrances clear in accordance with school safety policies.
- h) Volunteers should not use student bathrooms. Please use the "adults only" bathrooms in the staff room or use the bathroom in the office area.

#### **Volunteer Should Not:**

- i) Administer discipline. Teachers and administrators only should address behavior problems.
- j) Initiate physical contact with students. Never put your hands on a student, especially when you are angry.
- k) Contact students outside of the school setting.
- l) Correct staff members. (See the principal with any concerns relating to staff members.) (follow chain of command).

## **Volunteer Recruitment and Screening Process:**

### 1) Volunteer Recruitment Strategies and Processes:

- a) Outreach: We utilize various channels to reach out to parents and caregivers, including newsletters, parent-teacher association meetings, school events, and our school website.
- b) Clear Volunteer Role Descriptions: We provide detailed descriptions of volunteer roles, responsibilities, and expectations to prospective volunteers. This helps them understand the specific opportunities available and determine their suitability and interest.
- c) Volunteer Application: We require interested individuals to complete a volunteer application form. This form collects essential information, including personal details, availability, skills, and interests.

### Screening Procedures:

- d) Reference Checks: We request references from potential volunteers and contact them to gather information about their character, reliability, and suitability for working with students.
- e) Interview Process: We may conduct interviews with prospective volunteers to assess their qualifications, motivations, and alignment with the school's values and objectives.
- f) All volunteers must present a photo ID and sign in and out when entering the campus.
- g) All volunteers must wear a volunteer badge at all times while on campus. Badges will be given at the main office.
- h) Please respect that class may be in session and should not be interrupted without prior notice from the front desk.

### **Documentation Requirements:**

- i) Volunteer Application Form: We ask all prospective volunteers to complete an application form, which includes personal information, skills, interests, and availability.
- j) Confidentiality Agreements: Volunteers are asked to sign confidentiality agreements, acknowledging their responsibility to maintain the privacy and confidentiality of all student and school-related information.
- k) Volunteer Handbook: We provide volunteers with a comprehensive handbook that outlines their rights, responsibilities, and key policies they need to adhere to.

## **Training and Support:**

At La Feria ISD, we are committed to providing comprehensive training and support for our parent volunteers. We understand the importance of

- 1) Training Sessions:
- 2) Orientation: We conduct orientation sessions for new parent volunteers to introduce them to the school's mission, values, and expectations. This session provides an overview of the volunteer program and its various opportunities.
- 3) Role-Specific Training: We offer role-specific training sessions tailored to the volunteer's area of involvement. For example, if a volunteer is assisting with tutoring, we provide training on effective tutoring techniques and strategies.
- 4) Cultural Sensitivity and Diversity Training: We provide training on cultural sensitivity and diversity awareness to ensure volunteers are equipped to work with students from various backgrounds and cultures.
- 5) Child Protection and Safety: We offer training on child protection policies, recognizing signs of abuse, and appropriate reporting procedures to ensure the safety and well-being of all students.
- 6) Resources and Materials:
- 7) Tutoring Guides and Materials: We provide parent volunteers with tutoring guides, educational materials, and resources specific to the subjects or skills they are supporting. These resources help volunteers plan and deliver effective tutoring sessions.
- 8) Resource Library: We maintain a resource library where volunteers can borrow books, teaching aids, and other educational materials to support their volunteer roles.
- 9) Volunteer Coordinator Support: Our designated volunteer coordinator is available to answer questions, provide guidance, and address any concerns or issues that parent volunteers may have throughout their involvement in the program.

## **Communication and Collaboration:**

Effective communication and collaboration between parent volunteers, teachers, and administration are vital for the success of our parent volunteer program. We have established various channels and platforms to facilitate communication and collaboration. Here are the key components:

### 1) Channels for Communication:

- a) **Email:** Email is a primary communication channel for sharing updates, announcements, and important information with parent volunteers, teachers, and administration. Regular communication via email ensures that everyone is well informed and aligned.
- b) **Meetings and Workshops:** We organize meetings, workshops, and training sessions where parent volunteers, teachers, and administration can come together to discuss program updates, share insights, address concerns, and provide feedback.

### 2) Reporting Mechanisms:

- a) **Issue and Concern Reporting:** We have a designated process for parent volunteers to report any issues, concerns, or suggestions they may have. This can include a confidential reporting system or direct communication with the volunteer coordinator or designated staff member.
- b) **Feedback Surveys:** We periodically conduct feedback surveys to gather input from parent volunteers regarding their experiences, challenges, and suggestions for improvement. These surveys provide an opportunity for volunteers to share their feedback anonymously and contribute to program enhancements.
- c) **Open-Door Policy:** We maintain an open-door policy, encouraging parent volunteers to approach the volunteer coordinator, teachers, or administration with any concerns or suggestions they may have. This ensures that there is a clear and accessible channel for addressing issues and fostering continuous improvement.

## **Student Safety and Welfare:**

Ensuring the safety and well-being of our students is of utmost importance at La Feria ISD. We have established comprehensive policies and procedures to safeguard our students and protect their privacy. Here are the key components related to student safety and welfare:

- 1) Child Protection Policies and Procedures:
  - a) Code of Conduct: We have a clear code of conduct that outlines the expected behavior of all individuals interacting with students, including parent volunteers. This code emphasizes respect, appropriate boundaries, and maintaining a safe environment.
  - b) Training on Child Protection: We provide training to parent volunteers on recognizing signs of abuse, appropriate reporting procedures, and their responsibilities in ensuring the safety of students.
  - c) Reporting Mechanisms: We have a confidential reporting system in place for parent volunteers to report any suspicions or concerns regarding child abuse or neglect. Volunteers are informed about the reporting process and the designated individuals they should contact.
- 2) Emergency Protocols and Reporting Incidents:
  - a) Emergency Response Plan: We have a well-defined emergency response plan that includes procedures for various situations, such as natural disasters, medical emergencies, or lockdowns. Parent volunteers are informed about these protocols and their roles during emergencies.
  - b) Incident Reporting: We have established protocols for reporting any incidents or accidents involving students. Parent volunteers are required to report any incidents promptly to the designated staff member or coordinator, who will then take appropriate action.
- 3) Student Privacy and Data Protection Guidelines:
  - a) Confidentiality: Parent volunteers are expected to maintain strict confidentiality regarding all student information they come across during their involvement in the volunteer program. They are required to adhere to confidentiality agreements and not disclose any personal or sensitive student information.

## **Recognition and Appreciation:**

At La Feria ISD, we deeply value and appreciate the contributions and dedication of our parent volunteers. We believe in recognizing their efforts and expressing our gratitude for the valuable support they provide. Here are some ways in which we acknowledge and appreciate our parent volunteers:

### 1) Recognition Events:

- a) **Volunteer Appreciation Events:** We organize special events dedicated to recognizing and celebrating our parent volunteers. These events provide an opportunity to express our gratitude, publicly acknowledge their contributions, and create a sense of community and camaraderie among volunteers.
- b) **Annual Volunteer Recognition Ceremony:** We hold an annual ceremony to honor outstanding parent volunteers who have made exceptional contributions to the school community. During this ceremony, we present certificates, awards, or tokens of appreciation to recognize their commitment and impact.

### Public Acknowledgment:

- c) **Thank-You Announcements:** We make public announcements during school assemblies or events to recognize the efforts of parent volunteers. This allows the entire school community to applaud their contributions and express their appreciation.

## **Relevant Forms, Templates, and Resources:**

To support the parent volunteer program at La Feria ISD, we provide various forms, templates, and resources to streamline processes and ensure effective communication. Here are some examples:

- 1) **Volunteer Application Form:** A standardized form that parents can fill out to express their interest in becoming a volunteer. This form typically collects basic information such as contact details, availability, areas of interest, and any relevant skills or qualifications.
- 2) **Volunteer Agreement/Consent Form:** A document outlining the terms and conditions of volunteering at La Feria ISD. This form covers important aspects such as confidentiality, code of conduct, liability waivers, and media release permissions.
- 3) **Volunteer Acknowledge Form:** A document that acknowledges that the volunteer has received a copy of the La Feria ISD Volunteer Handbook
- 4) **Sign-In Sheets:** Templates for sign-in sheets to track volunteer attendance during tutoring sessions, events, or other school activities. These sheets help in keeping records of volunteer hours and monitoring their involvement.
- 5) **Volunteer Training Materials:** Resources and materials provided during training sessions for parent volunteers. These can include tutoring guides, communication skills tips, strategies for working with diverse learners, and other relevant training materials.
- 6) **Volunteer Handbook:** A comprehensive guide that outlines the policies, procedures, expectations, and guidelines for parent volunteers. The handbook covers topics such as roles and responsibilities, child protection, confidentiality, emergency protocols, and communication channels.



## La Feria ISD Volunteer Application Form

### Personal Information:

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

Emergency Contact Name: \_\_\_\_\_

Emergency Contact Phone Number: \_\_\_\_\_

### Volunteer Interests and Availability:

Please indicate the areas you are interested in volunteering:

- Event Planning
- Fundraising
- Tutoring/Mentoring
- Classroom Assistance
- Administrative Support
- Sports/Extracurricular Activities
- Other: \_\_\_\_\_

### Please indicate your availability:

- Days of the Week: \_\_\_\_\_
- Morning (9 AM - 12 PM): [ ] Available [ ] Unavailable
- Afternoon (12 PM - 3 PM): [ ] Available [ ] Unavailable
- Evening (3 PM - 6 PM): [ ] Available [ ] Unavailable

### Previous Volunteer Experience:

Organization: \_\_\_\_\_

Role: \_\_\_\_\_

Duration: \_\_\_\_\_

Please briefly describe any relevant skills or experience you have that would be beneficial to your volunteer role:

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**References:**

Reference 1:

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Can I

Reference 2:

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Please note that the information provided in this application will be treated confidentially and used solely for the purpose of the volunteer application process.

Thank you for your interest in volunteering! We appreciate your support in making a positive impact in our community.

Family and Community Engagement

Nancy Loredo (956) 797-8322



## La Feria ISD Parent Volunteer Confidentiality Agreement

As a parent volunteer at La Feria ISD, I understand and acknowledge that I may encounter confidential and sensitive information concerning students, families, staff, and the school itself. I recognize the importance of maintaining the privacy and confidentiality of this information and agree to abide by the following terms:

1. Definition of Confidential Information: Confidential information includes, but is not limited to, student records, academic progress, medical information, disciplinary records, personal contact information, financial data, staff discussions, and any other information that is not publicly available or authorized for disclosure.
2. Use of Confidential Information: I understand that any confidential information I come across or have access to as a parent volunteer is strictly for the purposes of performing my volunteer duties at [School Name]. I agree not to use or disclose any confidential information for personal gain or any purpose unrelated to my volunteer responsibilities.
3. Confidentiality Obligations: I will exercise the utmost care and discretion in handling and safeguarding confidential information. I will not share, discuss, or disclose any confidential information with unauthorized individuals, both within and outside the school community. This obligation extends beyond my time as a volunteer and remains in effect even after my volunteer service ends.
4. Data Security: I will act appropriately to ensure the security and protection of confidential information. This includes, but is not limited to, keeping documents and records in a secure location, using password-protected electronic devices when accessing sensitive information, and adhering to any additional data security protocols implemented by the school.
5. Reporting Unauthorized Disclosure: If I become aware of any unauthorized disclosure, breach, or potential violation of confidentiality, I will immediately report it to the appropriate school authority. I understand that failure to report such incidents may result in termination of my volunteer privileges.
6. Agreement Termination: This confidentiality agreement remains in effect for the duration of my volunteer service at La Feria ISD. However, either party with written notice may terminate it. Even after termination, I will continue to uphold the confidentiality obligations outlined in this agreement.

I have read, understood, and voluntarily agree to abide by the terms and conditions of this confidentiality agreement. I recognize the importance of maintaining confidentiality and the potential consequences of breaching this agreement.

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_ Phone # \_\_\_\_\_



## La Feria Independent School District Acknowledgement Form

By signing this form, I acknowledge I have received a copy of La Feria Independent School District Volunteer Handbook and

- I understand it contains important information about the districts policies.
- I understand that I will read the Volunteer Handbook, familiarize myself with its contents, and understand the policies apply to me.
- I understand that the policies, procedures and benefits contained in this Volunteer Handbook may change at the sole discretion of the agency at any time.
- I understand that the most current version of this Volunteer Handbook replaces all prior handbooks and policies of the agency.

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_ Phone # \_\_\_\_\_



## **School Calendar and Important Dates:**

To keep parent volunteers informed and engaged, we provide a school calendar that highlights important dates, events, and activities. The calendar includes:

- 1) Academic Calendar: Dates for the start and end of each term, holidays, parent-teacher conferences, and other academic-related events.
- 2) Tentative School Events and Special Days Calendar: Dates for important events and other special occasions that may require volunteer support.

The school calendar is typically shared through various communication channels, such as the school website, newsletters, emails, or dedicated parent volunteer communication platforms. It serves as a reference tool to help parent volunteers stay informed about upcoming activities and plan their involvement accordingly.

July-23						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

August-23						
Su	M	Tu	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

September-23						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October-23						
Su	M	Tu	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November-23						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December-23						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						



TOTAL COUNT		KEY	
Instruction:	172		New Staff In-service
Staff Development:	9		Staff Development Day
Preparation Days:	6		Staff Preparation Day
			School Holiday
			Reporting Period Begins
			Reporting Period Ends
			Early Release
<b>Total Days:</b>	<b>187</b>		

January-24						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February-24						
Su	M	Tu	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March-24						
Su	M	Tu	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April-24						
Su	M	Tu	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May-24						
Su	M	Tu	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June-24						
Su	M	Tu	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**SEMESTER DATES**  
 1st Semester August 14 - December 15 81 days  
 2nd Semester January 8 - May 23 91 days

**REPORTING PERIODS**  
 1st Six Weeks: August 14 - September 21 28 days  
*Progress Report* September 1, 2023  
 2nd Six Weeks: September 25 - November 2 28 days  
*Progress Report* October 13, 2023  
 3rd Six Weeks: November 6 - December 15 25 days  
*Progress Report* December 1, 2023  
 4th Six Weeks: January 8 - February 16 29 days  
*Progress Report* January 26, 2024  
 5th Six Weeks: February 19 - April 5 28 days  
*Progress Report* March 8, 2024  
 6th Six Weeks: April 8 - May 23 34 days  
*Progress Report* April 26, 2024

**Total Contact Minutes**  
 Elementary Schools: 78,750 Jr. High School: 81,747  
 N. Dominguez School: 80,480 High School: 82,200

**HOLIDAYS**  
 September 4, 2023 Labor Day  
 October 9, 2023 Columbus Day Indigenous Peoples' Day  
 Nov. 20 - 24, 2023 Thanksgiving Break  
 Dec. 21, 2023 - Jan. 3, 2024 Christmas Break  
 Feb. 12, 2024 Super Bowl Monday  
 March 11-15, 2024 Spring Break  
 March 29-April 1, 2024 Good Friday/Easter Break

**NEW TEACHER INSERVICE**  
 August 3, 2023

**STAFF WORKDAYS**  
**Staff Preparation Days** August 3, 4, & 11, 2023  
**Staff Development Days** August 7-10, 2023  
 September 22, 2023  
 November 3, 2023  
 December 18 & 19, 2023  
 January 4, 2024  
 December 20, 2023  
 January 5, 2024  
 May 24, 2024

**PROMOTION AND GRADUATION DATES**  
 W. B. Green Jr. High School May 23, 2024 7:00 p.m.  
 La Feria High School May 24, 2024 7:00 p.m.

**STAAR and EOC Assessment Dates**

<b>STAAR Assessment Windows</b> Dec. 5-15, 2023 <u>December 2023 EOC</u> Dec. 5 - Dec. 15* Algebra I English I, II Biology, U.S. History <b>TEL/PAS Assessment Window</b> Feb. 19 - March 29, 2024 Grades K-12 Listening Speaking, Reading, and Writing <b>TEL/PAS Alternate Assessment Window</b> Feb. 19 - March 29, 2024 Grades 2-12 Listening Speaking, Reading, and Writing	<b>STAAR Alternate 2 Assessment Window</b> March 25 - April 26 STAAR Alt. 2 (Grades 3-8 and EOC) <b>April 2024 STAAR</b> April 9 - April 19, 2024 Grades 3-8 Reading, English I & English II April 19 Make-Up Exams April 16- April 26, 2024 Grade 5 Science April 26 Make-Up Exams	<b>May 2024 STAAR</b> April 23 - May 3, 2024 Grades 3-8 Mathematics Algebra I May 3 Make-Up Exams	<b>June 2024 STAAR</b> June 18-28 Algebra I, English I, English II, Biology, U.S. History June 28 Make-Up Exams
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**OFFICIAL SCHOOL CALENDAR (187 DAYS)**  
 Board Approved February 16, 2023

# PARENTAL CALENDAR 2023-2034

AUGUST	SEPTMEBER	OCTOBER
BACK TO SCHOOL BASH PARENT VOLUNTEER TRAINING A.M & P.M. SAFETY DAY TRAINING  ROARING PAPA LION CLUB KICK-OFF	PARENT VOLUNTEER TRAINING A.M & P.M. KICK OFF WELLNESS CLINIC HONRANO NUESTRA CULTURA BILINGUAL CONFERENCE NUTRITION CLASSES BEGIN LEE CAMPUS AM WELLNESS P.M. VAPING PRESENTATION	CAMPUS LITERACY NIGHT FALL FESTIVAL (ELEMENTARY CAMPUSES) TRUNK OR TREAT TAIL GATE DEA PRESENTATION
NOVEMBER	DECEMBER	JANUARY
NUTRITION CLASSES CONT. LEE CAMPUS AM WELLNESS P.M. MENTAL HEALTH CLINIC P.M. OR SATURDAY AM ART WORKSHOP CANVAS DIABETES WALK	TODDLER LITERACY NIGHT  ARTS AND CRAFTS	ANNUAL PARENT CONFERENCE
FEBRUARY	MARCH	APRIL
MENTAL HEALTH SESSION REGION ONE A.M.  NUTRITION CLASSES CONT LEE CAMPUS AM WELLNESS P.M.	CAMPUS LITERACY NIGHT SPRING FESTIVAL (ELEMENTARY CAMPUSES)	AUTISM WALK  ART WORKSHOP CANVAS  PARENT VOLUNTEER LUNCHEON
MAY	JUNE	
WELLNESS EXPO??  MOTHERS DAY ARTS AND CRAFTS	SUMMER BASH 	OTHER EVENTS: ACTIVE SHOOTER SHAC SAFETY MEETINGS FINANCIAL LITERACY STOP BULLYING

## Frequently Asked Questions

**Question:** Will there be any training provided for parent volunteers.

**Response:** Yes, we value the contribution of our parent volunteers and want to ensure you feel prepared and confident in your role. We will provide training sessions or orientations that cover the specific tasks, responsibilities, and guidelines associated with your volunteer position.

**Question:** Is there a minimum time commitment required for parent volunteers?

**Response:** We understand that everyone has different availability and commitments. We appreciate any time you can contribute, whether it is a few hours a week, a specific event, or a longer-term commitment. Please let us know your availability, and we will work with you to find a suitable volunteer opportunity.

**Question:** What safety measures are in place to protect parent volunteers and students?

**Response:** Safety is our utmost priority. We have implemented various safety measures, including an application for all volunteers, adherence to our code of conduct, and supervision by staff members or designated volunteers. Additionally, we may provide specific guidelines or protocols for certain activities or situations to ensure everyone's well-being.

**Concern:** I have limited experience or skills related to the volunteer opportunities. Can I still participate?

**Response:** Absolutely! No prior experience is required for most volunteer positions. We appreciate your willingness to contribute, and there are often tasks that do not require specific skills. We also provide any necessary training or support to help you succeed in your role.

**Question:** How can I communicate my availability or preferences for volunteer opportunities?

**Response:** You can indicate your availability and preferences on the volunteer application form. If you have any specific preferences or constraints, feel free to include them in the designated section or communicate them to our volunteer coordinator. We will do our best to accommodate your preferences while matching you with suitable opportunities.

**Question:** Can I bring my younger child with me while I volunteer?

**Response:** While we appreciate your desire to involve your child, in most cases, it is preferable to have volunteers solely focused on their assigned tasks to ensure the safety and effectiveness of the volunteer experience. However, we may have specific volunteer roles or events where children are welcome. Please check with the volunteer coordinator for more information.

**Concern:** I am concerned about the cost associated with volunteering. Are there any expenses I should be aware of?

**Response:** As a parent volunteer, there are typically no expenses involved unless specified in advance (e.g., special events, fundraising activities). We aim to provide any necessary materials or resources for your assigned tasks. If there are any anticipated expenses, we will communicate them to you in advance, and you can decide if you would like to participate.



"Parents who volunteer at school are the secret superheroes behind our children's success."

