Pleasant Hill School District No. 1
Volunteer Information Packet
2022-23

Pleasant Hill School District welcomes and encourages parent participation in the educational process. It is always best for kids when staff and parents work in a collaborative relationship to support learning.

Beginning in the 21-22 school year all teachers, staff, and volunteers **must submit proof of Covid-19 vaccination** or an approved medical or religious exception form at the time of submitting their volunteer forms.

After you complete the sign-up form and the criminal background form (this form must be the original - scans or copies are not permitted), return them, with your Covid-19 vaccination verification/exception, to the building secretaries or the District Office directly. Your information will be processed and added to the current list of approved volunteers.

Volunteers must complete a background check each year. Volunteers approved after May 1st are approved for the following school year.

All volunteers and visitors must check into the main office at their school building. You will be given a volunteer/visitor pass to wear while you are volunteering. When you leave campus, please sign out and return the pass. All staff members will look for these passes to ensure that adults in the building have been cleared to work with students.

The Pleasant Hill School District has school board adopted policies concerning both volunteers and visitors (IICC, KK, GCDA/GDDA). We encourage you to read the staff & student handbooks to become familiar with these policies. Both can be found on the Pleasant Hill School District's Website.

When you volunteer it is important to maintain confidentiality. Any information you learn, read, or hear regarding a student is confidential. It is not to be shared with anyone except the classroom teacher. If you have a concern about a classroom procedure, please discuss it with the classroom teacher in private. Questions about a specific student or incident should be referred to the teacher or principal.

Again, thank you for expressing an interest in volunteering in Pleasant Hill. Please return all completed forms to either your school office or the District Office.

Pleasant Hill High School
Volunteer Sign Up Sheet

Name _____ **Date** _____

Address _____ **City**_____ **Zip** _____

Phone _____ **Cell** _____ **Email** _____

Would you like to receive updates via email? Yes ___ No_

Student's Name _____ **Grade** _____

Student's Name _____ **Grade** _____

I am interested in volunteering in the following areas (please check all that apply):

_____ Field trips

_____ Help with Student Council

_____ Help in workroom

_____ Library Days you could help M ___ T ___ W ___Th___ F ___

_____ Lunch Room days you could help M ___ T ___ W ___Th___ F ___

_____ A-Thon Activity (7^{th}/8^{th} grade)

_____ Teacher/Staff Appreciation Weeks

_____ Activity/Chaperones

_____ Other (list) _____

_____

The school often looks for people to help with special events or programs. We know many of our parents have unique talents, expertise or, perhaps, travel experiences that they would like to share with a class. If you wish to volunteer in this way, please indicate below.

Your career:_____ Hobby: _____

Musical talents: _____ Arts/Crafts: _____

Other: _____

We look forward to you being an active participant in your child's education.

Rev. 09/17/2021 Background Check Approved ☐ Covid-19 Vaccination Verification ☐

OREGON DEPARTMENT OF EDUCATION
Public Service Building
255 Capitol Street NE
Salem, Oregon 97310

CRIMINAL HISTORY VERIFICATION OF APPLICANTS

Pupil Transportation and Fingerprinting Unit
503-947-5600

THIS FORM MUST BE ENCLOSED WITH THE 581-2281-N CRIMINAL HISTORY VERIFICATION FOR PRE-EMPLOYMENT AND VOLUNTEERS COVER FORM, ALONG WITH A SCHOOL CHECK IN THE AMOUNT OF $5.00 PER APPLICANT. ALL DOCUMENTS MUST BE MAILED TOGETHER TO THE OREGON DEPARTMENT OF EDUCATION; OTHERWISE, THEY WILL BE RETURNED.

Please type or print clearly.

As Appears on License

Name: _____ Date of Birth: _____ Sex: _____
(Last Name) (First Name) (Middle Name) MM/DD/YY

List Other Names Previously Used: _____
(includes Maiden Name)

Social Security No.: _____ Driver License/Identification Card No.: _____

Providing your social security number on this form is voluntary. If you choose not to disclose the social security number, this will not be a basis for denial. If you do provide the number, the Oregon Department of Education will use it as an additional identifier to search for any criminal record you may have within the State of Oregon. Your social security number will be used as stated above. State and federal laws protect the privacy of your records.

Mailing Address: _____
Full Street Address/Post Office Box

City: _____ State: _____ Zip + 4: _____

Advisory: An in-state check of the applicant's criminal history will be made by the Oregon Department of Education to verify the responses to the following questions. If you answer no to any of the questions below, and a criminal conviction exists, this will result in a "No" determination by ODE.

Convictions of misdemeanor or felony crimes DO NOT automatically drop off your record after a period of time. If you believe a crime has been removed from your record and you are mistaken, it will result in a finding that you knowingly made a false statement.

1. Have you EVER been convicted of ANY crimes listed under **1** on the reverse side of this form? ☐ Yes ☐ No
   If yes, was the crime in Oregon or a similar crime in another state? _____
2. A crime includes a felony or misdemeanor. Have you EVER been convicted of **ANY** other crime **NOT** included in the list under question **1**, this includes major traffic violations (including DUII, etc)? ☐ Yes ☐ No

The applicant is entitled to inspect and challenge the accuracy of their Oregon criminal record through the Oregon State Police procedures by contacting Oregon State Police directly under ORS 181A.230(3) and OAR 257-10-0035.

I hereby grant to the Oregon Department of Education permission to check civil or criminal records to verify any statement made on this form for the purpose of pre-employment and/or volunteering purposes at an Oregon school and/or institution.

I acknowledge reading and receipt of this notice.

Applicant's Signature: _____ Date: _____

CRIMES RELATING TO QUESTION 1
OREGON LAWS

163.095	Aggravated Murder
163.107	Murder in the First Degree
163.115	Murder in the Second Degree
163.185	Assault in the First Degree
163.235	Kidnapping in the First Degree
163.355	Rape in the Third Degree
163.365	Rape in the Second Degree
163.375	Rape in the First Degree
163.385	Sodomy in the Third Degree
163.395	Sodomy in the Second Degree
163.405	Sodomy in the First Degree
163.408	Unlawful Sex Penetration in the Second Degree
163.411	Unlawful Sex Penetration in the First Degree
163.415	Sexual Abuse in the Third Degree
163.425	Sexual Abuse in the Second Degree
163.427	Sexual Abuse in the First Degree
163.432	Online Sexual Corruption of a Child in the Second Degree
163.433	Online Sexual Corruption of a Child in the First Degree
163.435	Contributing to the Sexual Delinquency of a Minor
163.445	Sexual Misconduct
163.465	Public Indecency
163.515	Bigamy
163.525	Incest
163.547	Child Neglect in the First Degree
163.575	Endangering the Welfare of a Minor
163.670	Using Child in Display of Sexually Explicit Conduct
163.675	Sale of Exhibition of Visual Reproduction of Sexual Conduct by Child
163.680	Paying for Viewing Sexual Conduct Involving a Child
163.684	Encouraging Child Sex Abuse in the First Degree
163.686	Encouraging Child Sex Abuse in the Second Degree
163.687	Encouraging Child Sex Abuse in the Third Degree
163.688	Possession of Materials Depicting Sexually Explicit Conduct of a Child in the First Degree
163.689	Possession of Materials Depicting Sexually Explicit Conduct of a Child in the Second Degree
164.325	Arson in the First Degree
164.415	Robbery in the First Degree
166.005	Treason
166.087	Abuse of Corpse in the First Degree
167.007	Prostitution
167.008	Patronizing a Prostitute
167.012	Promoting Prostitution
167.017	Compelling Prostitution
167.057	Luring a Minor
167.062	Sadomasochistic Abuse or Sexual Conduct in Live Show
167.075	Exhibiting an Obscene Performance to a Minor
167.080	Displaying Obscene Materials to Minors
167.090	Publicly Displaying Nudity or Sex for Advertising Purposes
475.808	Unlawful manufacture of hydrocodone within 1,000 feet of school
475.810	Unlawful delivery of hydrocodone
475.812	Unlawful delivery of hydrocodone within 1,000 feet of school
475.818	Unlawful manufacture of methadone within 1,000 feet of school
475.820	Unlawful delivery of methadone
475.822	Unlawful delivery of methadone within 1,000 feet of school
475.828	Unlawful manufacture of oxycodone within 1,000 feet of school
475.830	Unlawful delivery of oxycodone
475.832	Unlawful delivery of oxycodone within 1,000 feet of school
475.848	Unlawful Manufacture of Heroin within 1,000 Feet of School
475.852	Unlawful Delivery of Heroin within 1,000 Feet of School
475.868	Unlawful Manufacture of 3, 4-Methylenedioxymethamphetamine within 1,000 Feet of School
475.872	Unlawful Delivery of 3, 4-Methylenedioxymethamphetamine within 1,000 Feet of School
475.878	Unlawful Manufacture of Cocaine within 1,000 Feet of School
475.880	Unlawful Delivery of Cocaine
475.882	Unlawful Delivery of Cocaine within 1,000 Feet of School
475.888	Unlawful Manufacture of Methamphetamine within 1,000 Feet of School
475.890	Unlawful Delivery of Methamphetamine
475.892	Unlawful Delivery of Methamphetamine within 1,000 Feet of School
475.904	Unlawful Manufacture or Delivery of Controlled Substance within 1,000 Feet of School
475.906	Penalties for Distribution to Minors
161.405	Attempt to Commit Any of the Above-Listed Crimes