



Pewaukee School District Volunteer Application

It is the policy of the Board of Education for the Pewaukee School District to conduct criminal background checks of all individuals seeking to serve as volunteers in the Pewaukee schools who will work one on one or small groups, alone with students in our schools, or who accompany students on offsite and overnight activities, or who, at the discretion of the Superintendent or his designee, supervise students in an activity with limited oversight by school staff. The information provided below will only be used to conduct such background check. All information must be provided. Approved background checks are valid for three years from date of approval.

PERSONAL INFORMATION

Full Legal LAST NAME:	Full Legal FIRST NAME	Middle Initial	Date of Birth
List any other names used:	Home Address, City, Zip	Daytime Phone:	Social Security Number:
Email address:	Relationship to Student & Student Name:	M/F	Do you speak a second language? (list language)
Have you ever lived in the following Wisconsin county(s): Outagamie, Portage, and Walworth? YES NO If yes, circle the county and list the dates here:			

VOLUNTEER INTERESTS

<ul style="list-style-type: none"> • Pewaukee Lake Elementary • Horizon Elementary • Asa Clark Middle School • Pewaukee High School • Pewaukee High School Insight Mentor 	<ul style="list-style-type: none"> • Expert Listener – weekly • Math Mentor – weekly • Library/Book room – bi-monthly • Art Room – bi-monthly • Clerical help – as needed 	<ul style="list-style-type: none"> • Classroom helper • Field trip chaperone • Camp Whitcomb (May) • Lunch/Recess Supervision • Other: (briefly describe)
Availability: (please check day and circle time of day) <ul style="list-style-type: none"> • Monday – mornings – afternoons • Tuesday – mornings – afternoons • Wednesday – mornings – afternoons • Thursday – mornings – afternoons • Friday – mornings - afternoons 	Talents/Skills you want to share:	



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AGREEMENT

Yes	No	Have you ever pled guilty or no contest to or been convicted of an ordinance violation (other than minor traffic violations), misdemeanor, or felony charges?
Yes	No	Do you have pending criminal charges (in accordance with State law, pending charges or convictions will not be used unless they are substantially related to the circumstances of the volunteer assignment).
NOTE		<i>If you answered YES to either question, on a separate attached paper, please provide an explanation, including date(s), location of court, nature and place of charge or conviction and disposition of the case.</i>

CONFIDENTIALITY

Confidentiality is expected in all areas, including pupil, employee, and District business information. Information volunteers obtain as the result of their work within the classroom regarding the student's education or personal information, is confidential and protected by law unless such information has been designated as pupil directory data as set forth in Board policy. Volunteers shall use confidential information appropriately and with respect for the rights of the students they come in contact with. Privileged information shall not be used for personal gain or to the detriment of the District. *Reference Board of Education Policies: 5400.01 Student Records, 3900.0, Release of Public Records and Property.*

Your signature below gives Pewaukee School District permission to share your information with JD Palentine, who processes background checks. Please note that your social security number is not stored digitally with JD Palentine.

Applicant Signature

Date

Office use only

FORM OR PROCEDURE	DATE PROCESSED	PROCEDURE	DATE PROCESSED
Application		Parking Pass	
Background Check		Specific Training	
Driver Background			