



Book	Board Policies and ARR's
Section	1000 Community Relations
Title	Volunteers
Code	1240 BP
Status	Up for Revision
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The Sacramento County Board of Education (Board) encourages parents, guardians, caregivers and other members of the community, as well as Sacramento County Office of Education (SCOE) employees to share their time, knowledge and abilities with our pupils.

The Superintendent or designee may authorize the use of volunteers and shall adopt administrative rules and regulations (ARR) regarding the screening and appropriate use of volunteers. The ARR will address measures to protect health and safety in accordance with laws related to tuberculosis testing, fingerprinting, criminal records check, immunizations, and other screening required by law or SCOE programs. Volunteers shall only be assigned to a SCOE-operated program after meeting the requirements specified in the ARR, including obtaining official clearance through the fingerprinting process, a negative tuberculosis test result, and clearance from a criminal records check.

The services performed by volunteers to SCOE programs shall not be used to replace those duties performed by certificated and/or classified staff in the performance of their duties.

SCOE prohibits the unlawful discrimination or harassment of volunteers on the basis of the person's actual or perceived race, religious creed, color, national origin, **immigration status**, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, gender, gender identity, gender expression, sex, sexual orientation, or any other legally protected class.

The Board encourages the Superintendent or designee to develop a means for recognizing the contributions of volunteers.

## Legal Reference:

### EDUCATION CODE

35021 Volunteer aides  
35021.1 Automated records check  
44010 Sex offense; definition  
45125 Fingerprinting requirements  
45340-45349 Instructional aides  
49024 Activity supervisor clearance certificate  
49406 Examination for tuberculosis

### GOVERNMENT CODE

12940 Unlawful employment practices

### HEALTH AND SAFETY CODE

1596.7995 Volunteer immunization requirements in child care center or preschool  
1596.871 Fingerprints of individuals in contact with child day care facility clients

### LABOR CODE

3364.5 Persons performing voluntary services for school districts

### PENAL CODE

290 Registration of sex offenders  
290.4 Information re sex offenders  
290.95 Disclosure by person required to register as sex offender  
626.81 Sex offender; entry on school grounds, permission to volunteer at school

### TITLE 2, CODE OF REGULATIONS

11019 Terms, conditions, and privileges of employment

### TITLE 22, CODE OF REGULATIONS

101170 Criminal record clearance  
101216 Health screening, volunteers in child care centers