

# Leander ISD Volunteer Program

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**How do I become a volunteer?**

All LISD volunteers and mentors must complete an online volunteer application and criminal background form. On the application you will have the opportunity to list your skills, interests and preferred school location, grade level and type of volunteer service.

[Apply to be a Volunteer in LISD](#)

**I am not a teacher, can I still volunteer?**

Yes! The qualifications needed to be a school volunteer are a personal desire to help, sincere interest in students, ability to follow school procedures and policies and a willingness to make a definite time commitment. A teaching background is not required because a volunteer works under the direction of the professional staff and always assists in a supervised setting.

**Why do I need an ID badge? The teacher knows who I am.**

It is true, that your child's teacher knows you, but other teachers may not. By wearing a name badge designated for volunteers, you will be immediately recognized as a person whose specific purpose is helping staff and students. Your name badge will enable staff to recognize you as a registered volunteer and an important part of the school's educational team.

**Why do volunteers have to sign in?**

For security reasons, and in case of an emergency, it is important for staff to know who is in the school and why.

**Why do I have to log my volunteer hours?**

A record of volunteer hours enables the school/district to evaluate its volunteer program and recognize its volunteers for their contribution of time. The hours spent volunteering is an example of the commitment to quality education in our school district.

**How do I find out what volunteer services are needed?**

Your skills, interests and preferences, as well as the volunteer service needs of individual schools and teachers determine your volunteer assignment.

**I'd like to volunteer, but I can't offer my services on a regular basis. Can I still volunteer?**

Yes! You may be a special activity volunteer who is involved with special school projects. This time commitment for the volunteer job depends on the specific project. You can also work from home (i.e. phone calls, cutting, coloring, etc).

**I would like to volunteer, but I have a pre-school child. Can I bring my child with me?**

Please check with your student's campus. Remember, having a young child in a classroom interrupts class procedures, and prevents the volunteer from giving full attention to the work. Small children are not allowed in the workroom.

**May I choose the teacher with whom I want to work?**

Each classroom has different schedules and different volunteer needs. Volunteers are only placed in classrooms where teachers have specifically requested assistance. Feel free to discuss your preference with the campus volunteer coordinator or the individual teacher.

**Suppose I don't feel qualified to perform at the assignment I have agreed to undertake?**

Feel free to say so. We want you to have a positive experience. Talk to the campus volunteer coordinator for reassignment.

**What should I do if I start volunteering at school and find that I don't like it or it becomes a hardship for me?**

Please let the volunteer coordinator know. We want to have you here at school, but we don't want you "sticking with it" because you would be too embarrassed to quit. We will encourage you to try a different volunteer activity, but recognize that volunteering is not for everyone. If you find that it is not for you, we will understand.

**What if something happens and I can't make my scheduled time to volunteer?**

Dependability is important, but unexpected schedule changes occur. If illness or any emergency arises, please call the campus office as soon as possible. Ask the office staff to get a message to the teacher or leave it on the teacher's voice mail.

**What do I do about discipline?**

Simply nothing. Disciplinary action is the legal responsibility of teachers and school staff. Volunteers should never be put in a position of having to enforce discipline. Immediately notify the teacher, or office staff, if you are encountering a discipline problem.

**Should I tell my neighbor if I see her child misbehaving at school?**

Adults in the school environment have the responsibility to maintain the child's confidentiality. Sharing tidbits about a child's behavior or academic progress at school can be detrimental to a child who is still learning to control him or herself. Even sharing "good stuff" can be damaging.

**What if I observe something about which I am concerned?**

Do I tell the parents? Absolutely not. It is not a volunteer's job to contact the parents about anything occurring in the classroom. Let the teacher know your concerns. Teachers are governed by multiple legal obligations and restraints. The teacher's responsibility is to decide when it is necessary to take further action.

**What if I have questions about my child?**

Please arrange for a separate time to conference with your child's teacher. Volunteer time is valuable and is often tightly scheduled.

**Does the system require a unique email address for each applicant?**

Yes. The online system does not allow two or more individuals to have the same email address for security and confidentiality reasons. However, if you and your family share one email account, there are two options:

**Option 1:**

Contact your Internet Service Provider (ISP) and ask them to create a separate (sub email) account. You could have the incoming emails to the sub account forwarded to your main email account. You will be able to use this sub email account to complete a separate application for your other family member (wife, husband etc).

**Option 2:**

Create a free email account using one of the following sites below:

<http://mail.yahoo.com> (Provided by Yahoo.com)

<http://mail.msn.com> (Provided by Msn.com)

<http://www.gmail.com> (Provided by Google.com)

**What if I forgot my username?**

Click on the "Forgot Password" link on the volunteer site. You can reset your password with the email address used during registration. A new password will be emailed to you. The email will also contain your username. If your email has changed, then please contact the Community Services Office to have your email address updated.

[Email Ruth](#)

[Email Jennifer](#)