



September 2019

Dear Volunteers,

All Volunteers, whether volunteering for a one-time event or multiple-events, must complete the VOLUNTEER AGREEMENT.

Board Policy requires that volunteers be fingerprinted if they are going to volunteer for any position which requires them to work in the building or in a classroom for more than 3 weeks in a row, or if they are going to chaperone an overnight trip.

When applying for your fingerprints, only use the job category “**other**” which will allow you to be covered for the entire year.

If you have already had your fingerprints done under the “**other**” category to volunteer in the school, you **DO NOT** need to have them redone.

We realize that this may be an inconvenience, but please keep in mind this process is to ensure the safety of our students. If this is a financial hardship, the Board of Education will reimburse the cost associated with this process. Please print your receipt and submit it to the board office for reimbursement.

If you have any questions or concerns, please contact Denise Guerci, Administrative Assistant to the Superintendent at 732-842-4747 or dguerci@rumsonschool.org.

Thank you again for your consideration and patience.

Sincerely,

John E. Bormann

John E. Bormann, Ed. D
Superintendent of Schools

JEB/dg