



Lac Courte Oreilles Ojibwe School

Volunteer Information and Agreement

The Lac Courte Oreilles Ojibwe School and Waadookodaading Ojibwe Language Institute value the input, knowledge and experience of parents, elders, community members and professionals. We welcome volunteers to give their time to our students here at school. This not only benefits the students but also helps build a closer relationship between the school and the community.

Our school is unique in many ways and our students have the advantage of cultural connectedness within the classroom. We ask that volunteers use the kindness, patience and care for our students that they would use for those that they love. It is important to treat all students equally and focus on academic instruction. Any questions or concerns in the classroom (behavior, abuse/neglect, needs, etc.) shall be discussed with the teacher and any other questions or concerns shall be discussed with the director or principal. Focusing on strengths and positive behavior is imperative to developing meaningful relationships with children.

I understand that as a volunteer in the Lac Courte Oreilles Ojibwe School and/or Waadookodaading Ojibwe Language Institute that all student and staff information is confidential. I agree not to access, review, disclose or use confidential student or staff information without specific, written authorization from a school administrator. I also understand that even when I am no longer a volunteer in the schools, any confidential information I have learned must continue to be kept confidential. I understand that any breach of these confidentiality requirements will result in my immediate termination as a volunteer and may result in legal action against me. I understand that I must comply with all school policies/rules applicable to school staff as well as all directions from school administrators and staff while serving as a volunteer. I understand and agree with the school's mission and philosophy. I further understand that my authorization to serve as a volunteer may be terminated at the discretion of the director and/or school principal at any time if they determine it is in the best interests of the Lac Courte Oreilles Ojibwe School and/or Waadookodaading Ojibwe Language Institute.

We greatly appreciate your interest in helping our students gain the best experience possible while in school. Our volunteers must strive to enrich children's academic experience, provide encouragement, positive role modeling, support and honor the use of ojibwe language and culture, and nurture our students.



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If volunteers have a specific area that they are interested in sharing their time and skills with we will do everything we can so that our volunteers can work in those areas. There are a variety of things that volunteers can do here at school that would be extremely helpful.

Please be sure to have good communication with supervisory staff regarding your dates and times of attendance for volunteering. We ask that volunteers be mindful of their punctuality, dress, behavior and influence they have over children. Volunteers must refer all disciplinary and behavioral concerns to the classroom teacher or staff. We ask that volunteers not recommend religious, political or other personal beliefs with the students.

Upon entering the school, volunteers must sign in at either the elementary or high school office and ask for a name tag. Clerical staff will let classroom staff know that you are here for volunteer time. If you are unable to locate your class or classroom, please consult with clerical staff. If you are volunteering with students outside of normal business hours (8am-4pm) and/or off of school grounds, please be sure that the staff you report to is aware of your presence and attendance.

I understand that this is a volunteer position and I will not be given or accept any pay or wages for my service to the Lac Courte Oreilles Ojibwe School and/or Waadookodaading Ojibwe Language Institute. I understand that any information related to my background check(s) will be kept strictly confidential by the Lac Courte Oreilles Ojibwe School and/or Waadookodaading Ojibwe Language Institute and those records will be kept in a secure location.



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I have read, understand and agree with the volunteer information and agreement. I give consent for the Lac Courte Oreilles Ojibwe School and/or Waadookodaading Ojibwe Language Institute to perform any necessary background check including but not limited to signing the background information disclosure (BID) form.

Name
(Printed): _____

Address: _____

Phone Number: _____ **Aliases/other last**
names: _____

Date of Birth: _____ **Social Security**
Number: _____

Driver's License Number: _____
Race: _____

Signature: _____
Date: _____

*Please return this page to Jessica Hutchison, Lac Courte Oreilles K-12 Principal/Director or
Brooke Ammann, Waadookodaading Ojibwe Language Institute Director