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## GREENCASTLE-ANTRIM SCHOOL DISTRICT

Superintendent: C. Gregory Hoover, Ed. D  
Director of Educational Operations: Robert B. Crider  
Director of Reading & Federal Programs: Molly A. Moran  
Director of Special Education: Edmund C. Wingerd

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*"To create and provide opportunities  
for all students to become  
lifelong learners and productive citizens"*

November 12, 2009

Dear Parents/Guardians,

The 2009-2010 school year is off and running! The year is sure to be filled with exciting classroom learning, informative assemblies and happy memories. With classroom activities and field trips comes the need for volunteers.

In 2007, The Board of School Directors passed a "School Volunteers" policy with its main goal in mind to help protect our students when in school and participating in school activities. The policy requires volunteers to obtain two clearances: Pennsylvania State Child Abuse Clearance and a Pennsylvania Criminal background check. Also, a tuberculosis test is required to fulfill the policy requirement. The clearances each have a \$10 fee that the volunteer pays. On a bi-annual basis, the Greencastle-Antrim School District offers a "Volunteer Fair". During this fair, Summit Health administers tuberculosis tests with the fee covered by the school district. If you are unable to attend a "Volunteer Fair", you may schedule an appointment with your family physician for a Tb test with the cost being absorbed by the volunteer. Clearance paperwork is available in all district buildings and may be completed and submitted at any time. Original documents will be mailed directly to you, the volunteer. Once you have received the original clearances, stop by the Elementary School Office and ask to have copies made for your file. Upon completion of this process, you need to volunteer at least once a school year in order to remain on the Approved Volunteer List. Individuals who have not volunteered during a school year will be notified via letter and offered the opportunity to volunteer prior to the end of the school year.

Parents/Guardians are offered many opportunities to volunteer within the school district throughout the year. Classroom teachers offer sign-up calendars to work in the classrooms or help on field trips, PTO has many events throughout the year requiring helping hands, band and chorus requires parent volunteers to march in parades or attend competitions, Character Fair Day at the Elementary/Primary buildings and you may come in to school to have lunch with your child. In 2009, in an effort to maintain the safest possible environment for the students, the district decided to update its parent lunch policy. Only those adults with approved GASD volunteer status will be permitted into the cafeterias.

The Greencastle-Antrim School District motto is "Children First". The Board of School Directors and GASD staff work together to continually put "Children First" both educationally and in safety. The Volunteer Policy is a reflection of this motto. If you have any questions or concerns, please feel free to contact me at 597-3226 ext. 10500.

Sincerely,

Robert Crider  
Director of Educational Operations