

To: Interested Parent Volunteers

From: Amanda Stepenaskie

In order to volunteer in the school, you must complete the following:

- Attend a parent volunteer training (we will have one in September or October)
- Complete a mandated reporter training online and turn in certificate which can be completed at <http://www.reportabusepa.pitt.edu>.

The three background checks below can be found at

<http://www.dhs.state.pa.us/findaform/childabusehistoryclearanceforms/>

- State Police Criminal Record Check
- Child Abuse History Clearances
- A signed disclaimer (call Tara Purcell at 570-339-1500 ext. 3112 in the district office regarding the disclaimer) affirming no charges in others states that would prohibit selection as a volunteer in place of the fingerprinting if you have been a resident of PA continuously for the past 10 years. If you have lived elsewhere in the past 10 years then fingerprinting must also be done.

If you have any questions, please either e-mail me at stepenaskiea@mca.k12.pa.us or call me at 570-339-1500 ext. 3105. Please put any documents you get to me in an envelope with my name on it. Thank you in advance for your willingness to help at the school.

- I am no longer interested in volunteering in the school. (this way I won't keep sending information to you)

Signature: _____