



Frequently Asked Questions

Q1: What prompted new legislative changes?

A: To support the protection of children, a new state law (Senate Bill 185), sponsored by Senator Heidi Seevers Gansert requires that all volunteers working with children in an unsupervised capacity, submit to a background check through fingerprinting every five years. This is effective July 1, 2019. Including parent and community volunteers in supporting student education challenges and maintaining the safety of our students is our goal at Washoe County School District. This new legislation enhances our ability to assure all our children are safe and our families and community are best prepared to help.

Q2: Who now requires fingerprinting?

A: Only volunteers with unsupervised contact, out of state, overnight chaperones, volunteer coaches and those volunteers transporting students are required to be fingerprinted. Fingerprint results are good for five years, unless the volunteering assignment requires annual fingerprinting. Out of state and overnight chaperones, volunteer coaches and those volunteers transporting students are required to fingerprint annually.

Q3: Is there a fee for being fingerprinted and who pays?

A: The cost of fingerprinting is \$58.50 but Washoe County School District (WCSD) has reduced that cost to \$48.50 as a gesture of goodwill towards our volunteers. This cost for fingerprinting is effect July 1, 2019.

Volunteers requiring fingerprinting, must be fingerprinted and approved before being able to volunteer at any school site or coming into contact with any WCSD students during volunteer work. Volunteers requiring fingerprinting are encouraged to be fingerprinted early. For additional information on fingerprinting, contact School Police at <https://www.wcsdfingerprinting.net/> or go to <https://www.wcsdfingerprinting.net/> to schedule a fingerprinting opportunity at Washoe County School District.

Q4: Can fingerprint results be provided from other entities than Washoe County School District School Police?

A: New for the 2019-2020 school year, as approved by School Police, volunteers may submit fingerprinting results from another entity, if they are within the last six months.

Q5: If an employee is volunteering at another school, for example, at their child's school, do they need to fill out a school volunteer application or be fingerprinted.

A: Yes, when employees are volunteering, they are not there as an employee and would need to complete an application so they have liability coverage as a volunteer, but employee never need to be fingerprinted.

Q6: How often do volunteers need to fill out a School Volunteer Application?

A: School Volunteer Applications must be completed annually. Applications are turned into School Police through a school for parents or through Volunteer Services for community volunteers. Parents can contact the child's school for additional information and community volunteers are asked to contact Volunteer Services at 775-348-0346 or come to our location at 494 Poplar and we will assist you, and walk you through the any requirements.

Volunteers must submit the latest volunteer application available online at [Adult School Volunteer Application \(AF 1537\)](http://www.washoeschools.net/Page/3688)-This form is for all volunteers 18 years or older (parents, grandparents, community and others). Other applications are available at <http://www.washoeschools.net/Page/3688>

Q7: Where do I get the latest copy of the Volunteer Application?

A: [Adult School Volunteer Application \(AF 1537\)](http://www.washoeschools.net/Page/3688)-This form is for all volunteers 18 years or older (parents, grandparents, community and others). Other applications are available at <http://www.washoeschools.net/Page/3688>

Q8: What happens if a volunteer requiring fingerprinting is not fingerprinted and does not have a background check completed?

A: Volunteers who do not comply with this state law will not be allowed to volunteer.

Q9: We have an after-school program and there are volunteers that work through that program. Do they also need to fill out a volunteer application?

A: If the program has an Independent Contract Agreement with Washoe County School District or a Facilities Agreement, fingerprinting or liability is determined by the agreement, otherwise all volunteers, must complete a volunteer application annually.

Q10: If a volunteer asks when they were fingerprinted last what should they be told?

A: Fingerprinting information is available from a schools secretary for parents and community volunteers may contact Volunteer Services at 775-348-0346.

Q11: Are college Practicum students approved for volunteering in a classroom?

A: Yes, Volunteer Services screens college Practicum students through the volunteer application before they are placed at a school site and fingerprinting is not required. Approved Practicum students are listed in the list of approved volunteers available to school secretaries. If you need assistance with a practicum student, contact Lisa-Marie Lightfoot at 775-348-0388 or llightfoot@washoeschools.net

Q11: I want to apply to be a volunteer coach, what is needed?

A: **Non-Paid or Non-Contracted Volunteer Coaches:**

- Middle and High coaches-
 - Contact the school athletic director or secretary for guidance
 - Must complete an online application
 - Available on the website at

- https://jobs.washoeschools.net/ats/app_login.shtml?COMPANY_ID=00004845
 - Contact is Lisa Porsow, lporsow@washoeschools.net
775-348-0236 for assistance.
- Elementary volunteer coaches are handled as volunteers-
 - Must complete an annual schools volunteer application
 - Annual Volunteer Application
<http://www.wcsdpolicy.net/search.php?search=AF 1537>
 - Fingerprinting if over 3 times a month (become a Regular volunteer)
 - [Fingerprint scheduling online to make an appointment](https://www.wcsdfingerprinting.net/)
<https://www.wcsdfingerprinting.net/>
 - Contact Volunteer Services at 775-348-0346 for assistance.