



## BOARD POLICY ON VOLUNTEERING AND PSO

In keeping with the mission and vision of John Adams Academies, Inc. ("JAA"), the Board of Trustees (the "Board") recognizes the benefit and need for a robust volunteer program. This volunteer program shall be described in the board-approved Family/Scholar handbook.

Volunteers shall serve under the supervision of a JAA employee. Direct supervision by a JAA employee is required for volunteers working directly with scholars, except as described below.

School administrators must ensure that volunteers complete fingerprinting by the Department of Justice prior to beginning the volunteer assignment when such volunteer is serving in a capacity with scholars where there is may be limited direct supervision by a JAA employee. In no instance, however, may a volunteer have any one-on-one contact with any scholar or minor at the academy.

An agreement for volunteers engaging in volunteer projects that will require a substantial amount of time and a substantial amount of resources of the academy, such as for enrichment activities (*e.g.*, after-school choir, after-school sports, etc.) is available and defines the nature of the project and the relationship between the volunteer and JAA as a volunteer relationship and may include reimbursement or stipend for reasonably expenses incurred as part of said volunteer service (*e.g.*, as travel to and from events etc.).

Volunteering does not create an employment relationship between the volunteer and JAA, and volunteers are not entitled to salary or any benefits including worker's compensation.

### **Parent Service Organization:**

It is the desire of the Board to foster volunteerism and community at JAA. In establishing such a parent service organization (the "Organization"), it is required that any such organization adhere to the following objectives:

#### 1. Supporting Role

To assist in programs and activities of JAA. To provide resources for items and improvements deemed academically consequential and important to the education and/or welfare of the scholars and staff of JAA.

2. Strength through Service and Unity

To provide members the opportunity to serve JAA and their scholars by contributing and assisting in the activities of JAA. By serving one another, we strengthen the ties between families, staff, and community members and we fortify and endorse the mission and vision of JAA by our actions.

3. Communication

To provide a forum to foster communication between teachers, parents, and the administration of JAA.

4. Limitations

The PSO shall seek neither to direct the administrative activities of JAA nor to control its policies. The Organization will adhere to the policies and mission put forth by the Board of Trustees.

Any such parent service organization and finances of any such organization must operate according to board policies and must be overseen by administration. Such a parent service organization must adhere to the following guidelines:

Conformity with John Adams Academy Policy

In discharging their responsibilities, volunteers, officers, committee members of such an organization will exercise the tenth core value of self-governance, personal responsibility and accountability in their duties. In case of doubt as to the appropriate course of action, guidance should be sought from their campus Principal.

Representation

Any such parent service organization shall not be authorized to bind or commit JAA to any contract, policy, project of another organization. All contracting for such an organization's operations will be conducted through their campus Principal. A report of meetings and activities should be submitted to their campus Principal or appointed administrator.

Accountability

All volunteer organizations and committees operating under the 501c(3) of John Adams Academy, Inc. must align with the mission which is "Restoring America's Heritage by Developing Servant Leaders who are keepers and defenders of the principles of freedom for which our founding Fathers pledged their lives, fortunes, and sacred honor."