



December 15, 2008

Dear RRISD Volunteers,

Recent state legislation attempting to improve student safety requires any person wishing to volunteer agree to a Name Based Criminal History Check. This is in addition to the Raptor System, which compares all visitor names against sexual offender databases and is currently implemented at all RRISD campuses.

If you regularly volunteer and your efforts meet any of the following criteria, please complete the online application **no later than Jan. 20, 2009** at <https://hrsapp.roundrockisd.org/appentry/> :

- You are a Parent or non-Parent volunteers and may be unaccompanied at any time by a RRISD employee. (i.e., Mentors, WatchDog Dads, classroom, cafeteria, library and field-day volunteers, dance and field trip chaperones, etc.)
- You are not a parent, grandparent or guardian of a student enrolled on the campus where you will be volunteering.
- A RRISD Administrator requests you complete a volunteer application.

Until now RRISD has processed only paper volunteer applications. Moving to a more efficient and cost-effective process, the district now has an online volunteer application. As with any district data, multiple security measures are in place to protect all information entered into the application. It is important to identify the campus(es) where you wish to volunteer and click submit. The entire application takes less than ten minutes to complete.

Paper applications are available in Spanish and English for anyone who does not have Internet access or prefers to use a passport or an alternate form of identification. Paper applications must be turned in at the campus where you wish to volunteer and be accompanied by a photocopy of the alternate identification.

Campuses will be notified regularly of only the “approved volunteers” who have selected their campus. RRISD will notify any volunteer applicant who does not pass the NBCHC through the mail.

Round Rock ISD will not attempt to prohibit a parent from participating in their own child’s education. This legislation will not affect parents who simply wish to visit their child during the school day. All visitors will continue to sign-in using the Raptor System.

Thank you for completing your application by Jan. 20, 2009. Any questions regarding volunteer requirements should be directed to the Community Partnerships Department at 464-5049. Questions regarding the new online application should be directed to Human Resources at 464-5040.

Sincerely,

Michelle Jackson  
Community Partnerships Supervisor