PROPOSED VOLUNTEER WORK FORM

Volunteer projects/maintenance work shall be limited to those projects that do not replace the normal daily duties of classified staff. Riverside Unified School District appreciates volunteers interested in working on small/short-term projects intended to enhance the classroom or school/department site but does not significantly increase maintenance workloads and also comply with employee commitments and collective bargaining agreements. This form must be completed and returned to the Director of Classified Personnel, Department of Personnel, Leadership & Development at least one (1) month prior to the start of the proposed work.

School Site/Department: ________________________________

Principal/Department Head Signature: ________________________________

List type of work to be performed (Please be all inclusive):

Reason for the work to be performed by volunteers instead of Classified Bargaining Unit Members:

Identify all individuals who will be participating in the work:

How long is the work proposed to take?

Proposed Start Date:

Proposed End Date:

__________________________________________
Completed by the Department of Personnel, Leadership & Development

Received Date: __________________________________________

Date Reviewed with CSEA: __________________________________

☐ Approved

☐ Denied