

Luck School District
Senior Tax Exchange Program

Participant Agreement
2018-19 School Year

By signing below, the participant agrees to participate in the Senior Tax Exchange Program (STEP) during the 2018-19 school year for a minimum of 20 hours and a maximum of 100 hours to be completed prior to the end of the 2018-19 school-year. **Note:** An individual may volunteer fewer than 20 hours, but this would not qualify for STEP credit.

The participant agrees that no direct compensation will be received, and that a check will be issued to the participant by **June 15** not to exceed **\$575.00 PER CALENDAR YEAR**, depending upon the hours worked. Hours compensated are not to exceed 100 @ \$5.75 per hour.

The participant agrees to abide by all program and school district or other organization rules, regulations, policies, and procedures.

The participant agrees to respect the privacy of our students. A public school is considered a protective environment for children, and as such, information about specific students is confidential. Please do not talk about any individual students to anyone in a manner that would identify him or her or would reveal information that is not public. If not placed in a public school, similar expectations shall remain in place.

STEP participants may not discipline students, investigate problems with youth, or administer medications. They should speak with their supervising staff members to deal with these situations.

In addition, STEP participants will never be asked to do anything that is a part of the contractual responsibilities of the School District staff members. The role of STEP participants is to provide additional support for the youth of the district, not to replace the adult support that already exists.

The school district agrees to make every effort to have a regular schedule of activities for the participant to and to have appropriate supervision.

The participant agrees to a background check to be performed by the District prior to starting any assignment. The background check is a separate form you will need to complete. This information is not used in any way to determine placement of applicant. This information will also not be shared with anyone.

STEP participant NAME – Please PRINT

STEP participant SIGNATURE

Date

Office Use			
Background form completed /signed by STEP participant	YES	NO	
Background forms given to HR - Date _____			
Background results returned – Passes	YES	NO	Staff Signature _____