



Colleton County School District – Parent Volunteer Program

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New Chaperone/Volunteer Application Process Information

New BIB System	Frequently Asked Questions:
<p>Cost to Individual: \$16.95</p> <p>Application Type: Electronic – accessible from school and district website</p>	<p>Where can I access information on the procedure? Visit our website: http://www.ccsdtitle1.org/parent-volunteer-program.html or visit the school district’s site and search for “parent volunteer”</p> <p>Will paper applications still be accepted? No.</p> <p>What if parents do not have a computer? Parents may come to the school, go to the public library, or visit the Title I Parent Center for assistance.</p>
<p>Application Process: Parent Applies/Pays Online BIB Processes Application/Payment BIB Conducts Background Check FSPO/DO Approves &Trains Parent BIB Sends Letter & ID Card (Approval must be renewed every two years.)</p> <p>Renewal Notice: BIB tracks, notifies parent, updates school/district, and processes renewals</p>	<p>How much does this cost? What if parents do not have a credit or debit card? The BIB background check will cost \$16.95. Visa/MasterCard prepaid cards can be used, even with a user fee of \$4-\$7 the total cost is less than the current \$25 background check fee.</p> <p>What if parents cannot afford the reduced fee? We are partnering with the Lowcountry Community Action Agency and school sponsors to provide assistance with the fee; details are still being worked out. Parents do not need a background check to visit their child’s classroom or to participate in the Lunch Buddies program.</p>
<p>Check(s) Run: Address History Trace, County Court Search (Multi-County), National Criminal Record Locator, Sex Offender Registry</p>	<p>Is the change in background check ok? The background checks used by BIB are national, rather than South Carolina-only, and include an alias search in areas in which the individual has lived with the past 7 years. Public and private databases are reviewed. District staff will review the report on each individual prior to approving and the same strict standards will be maintained.</p>
<p>Documentation: Stored by BIB and FSPO, BIB will mail ID cards to approved volunteers</p> <p>Approval/Denial Information</p>	<p>What records will I have to keep? None, the applications will be stored online and in the Federal and Special Programs Office.</p> <p>FSPO/DO approves or denies; BIB sends decision letter, handles dispute process, and provides ID cards</p> <p>BIB can email parents with status updates automatically</p>
<p>Volunteer List: Instant Online access by logging in to www.BIB.com</p>	<p>How do I login to see approved volunteers? Go to http://www.bib.com and click the “login” link in the upper-right of the screen. You will need the username and password emailed to you by BIB.</p> <p>How can I get more information about BIB? Visit the Background Investigation Bureau at their website: http://bib.com/index.cfm/solutions/secure-volunteer</p>