

BCPS School Volunteer Liaison Training Webinar

Welcome

- As you enter the webinar, please mute your mics and turn your cameras off
- During the webinar, please remain muted and place your questions for speakers in the chat





PRESENTERS

- Nyasha Hinds
 - BCPS Office of Communications
- Michael DeBondt
 - Raptor Technologies, LLC
- Sheilynn Carrasco
 - South Florida Institute on Aging

Agenda

- ❖ 2021/22 Volunteer Application Process
- ❖ Volunteer Application
- ❖ Volunteer Management
- ❖ Level 1 and Level 2 Clearances
- ❖ Volunteer Recognition and Awards



The Role of a School Volunteer Liaison

- Collaborate with the school's administration to implement the volunteer program
- Provide ongoing support to staff and volunteers
- Conduct staff and volunteer orientation
- Ensure volunteer program materials and resources are updated
- Listen to volunteers' concerns and successes and resolve volunteer issues promptly



2021/22 Volunteer Application Process

ALL VOLUNTEERS



Complete online application at browardschools.com/volunteer



Wait to receive approval email with next steps



Contact school volunteer liaison about current opportunities



BROWARDSCHOOLS.COM/VOLUNTEER

New Volunteer Database



Michael DeBondt

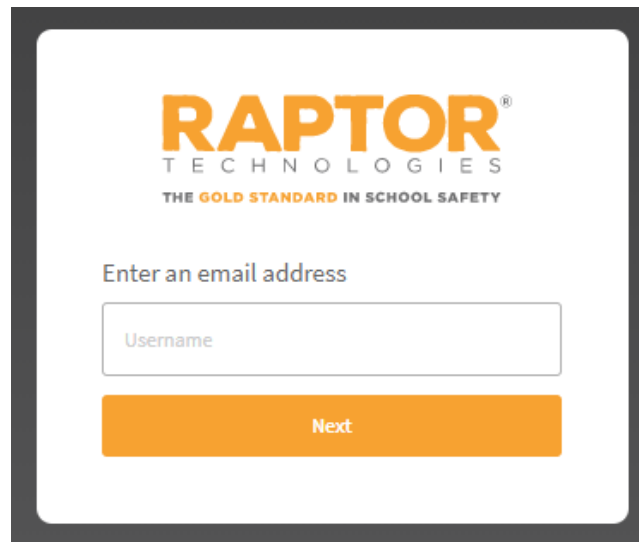
Raptor University Manager
Raptor Technologies, LLC



BROWARDSCHOOLS.COM/VOLUNTEER

Volunteer Management

- Double-click **R** on your desktop or <https://apps.raptortech.com>
- Enter your District Credentials

A screenshot of the Raptor Technologies login interface. At the top, the logo reads "RAPTOR TECHNOLOGIES" in orange and grey, with the tagline "THE GOLD STANDARD IN SCHOOL SAFETY" below it. The instruction "Enter an email address" is centered above a white input field with a grey border. Inside the field, the word "Username" is displayed in a light grey font. Below the input field is a solid orange button with the word "Next" in white text. The entire login area is enclosed in a dark grey rounded rectangle.

RAPTOR[®]
TECHNOLOGIES
THE GOLD STANDARD IN SCHOOL SAFETY

Enter an email address

Next

Volunteer Management – Approved Volunteers

The screenshot displays the Raptor Technologies Volunteer Management interface for Washington Elementary. The user is Heather Cooper. The interface shows a list of approved volunteers with columns for Details, First Name, Last Name, Status, Expiration Date, Last Visited, and Options. An orange arrow points to the 'All Volunteers' tab.

Volunteers

Washington Elementary | TEAM ASSIST

Heather Cooper | Profile | Logout

Dashboard | Sign In/Sign Out | **Modules** | **Volunteers** | Incidents | Drill Manager | Reports | Support

Active Volunteers | Action

Search First and/or Last Name [x] Reset [Q] Search

Details	First Name	Last Name ↑	Status	Expiration Date	Last Visited	Options
Details	Camden	Adams	Active	09/02/2022		
Details	Tim	Butler	Active	12/31/2021	08/24/2021	
Details	William	Carleton	Active	09/01/2022		
Details	Marlon	Concepcion	Active	09/02/2022	08/16/2019	
Details	Janet	Davis	Active	09/02/2022		
Details	Jermaine	Delgado	Active	09/02/2022	08/16/2019	
Details	Latoya	Franklin	Active	09/02/2022		
Details	Jennifer	Gaines	Active	09/02/2022		
Details	Enrique	Garcia	Active	09/02/2022		
Details	Jackie	Harden	Active	09/02/2022		

1 - 10 of 22 items

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Volunteer Management – Banned Volunteers

The screenshot displays the Raptor Technologies Volunteer Management interface for Washington Elementary. The user is Heather Cooper. The main section is titled 'Volunteers' and includes tabs for 'All Volunteers', 'Currently Signed In', 'Delayed Entry', 'Batch Printing', 'Reports', and 'Events'. The 'All Volunteers' tab is active, showing a search bar and a table of volunteers. The table has columns for 'Details', 'First Name', 'Last Name', 'Status', 'Expiration Date', and 'Last Visit'. One volunteer is listed: Kristen Barbour, with a status of 'Banned' and an expiration date of 09/02/2021. A dropdown menu is open over the 'Banned Volunteers' filter, with an orange arrow pointing to it. The menu options are: Active Volunteers, Banned Volunteers (highlighted with a red box), Expired Volunteers, Inactive Volunteers, and All Volunteers. The footer contains a disclaimer, copyright information, and contact details.

RAPTOR TECHNOLOGIES Washington Elementary TEAM ASSIST

Heather Cooper Profile Logout

Dashboard Sign In/Sign Out Modules

Volunteers Incidents Drill Manager Reports Support

Live Chat

Volunteers

All Volunteers Currently Signed In Delayed Entry Batch Printing Reports Events

All Volunteers

Search First and/or Last Name [x] Reset [Q] Search

Details	First Name	Last Name	Status	Expiration Date	Last Visit	Options
Details	Kristen	Barbour	Banned	09/02/2021		

1 - 1 of 1 items

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Volunteer Management - Reports

RAPTOR
TECHNOLOGIES

Washington Elementary

TEAM ASSIST

Heather Cooper
Profile | Logout

Dashboard

Sign In/Sign Out

Modules

Volunteers

Incidents

Drill Manager

Reports

Support

Live Chat

Volunteers

All Volunteers | Currently Signed In | Delayed Entry | Batch Printing | **Reports** | Events

Volunteer Reports

- Active Volunteers**
Profile information, including photo, on volunteers whose status is active
- Denied Volunteer Applications**
Volunteer applications with a denied status.
- Total Hours Per Volunteer By Building**
Total number of hours worked per volunteer grouped by building.
- Total Volunteer Hours Worked Per Function**
Total number of volunteer hours associated to each function.
- Volunteer Count and Hours Per Age Group**
Total count of volunteers and hours for youth, adult and senior age groups.
- All Volunteers By Status**
Volunteers grouped by status.
- Top Volunteers by Building**
Volunteers grouped by buildings sorted by greatest total time.
- Total Volunteer Hours Worked Per Affiliation**
Total number of volunteer hours associated to each affiliation.
- Total Volunteer Hours Worked Per Organization**
Total number of volunteer hours on behalf of an organization.
- Volunteer Hours by Function and Building**
Volunteer Hours grouped by function and building.
- Approved Applications**
Volunteer Applications that have been approved
- Total Hours Per Volunteer**
Total number of volunteer hours associated to each volunteer.
- Total Volunteer Hours Worked Per Building**
Total number of volunteer hours associated to each building.
- Volunteer Applications by Status and Building**
Volunteer Applications modified within specified date range and grouped by status and building.
- Volunteer Sign-In History by Building**
Volunteer sign in history grouped by building.

Custom Reports

None Created

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Volunteer Management – Volunteer Status Report

RAPTOR TECHNOLOGIES Washington Elementary TEAM ASSIST

Heather Cooper [Profile](#) | [Logout](#)

Dashboard | Sign In/Sign Out

Modules

- Volunteers
- Incidents
- Drill Manager
- Reports
- Support

Volunteers

All Volunteers | Currently Signed In | Delayed Entry | Batch Printing | **Reports** | Events

Volunteer Reports

- Active Volunteers**
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Volunteer Applications modified within specified date range and grouped by status and building.
- Volunteer Sign-In History by Building**
Volunteer sign in history grouped by building.

Custom Reports
None Created

[Live Chat](#)

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Volunteer Management – Volunteer Status Report

RAPTOR TECHNOLOGIES Washington Elementary TEAM ASSIST

Heather Cooper [Profile](#) | [Logout](#)

Dashboard | Sign In/Sign Out | Modules

- Volunteers
- Incidents
- Drill Manager
- Reports
- Support

Volunteers

All Volunteers | Currently Signed In | Delayed Entry | Batch Printing | Reports | Events

All Reports > Volunteer Applications by Status and Building

Start Date: 9/8/2020 | End Date: 9/2/2021 | [Generate Report](#) | Clear | Save As | [PDF](#)

Building: Washington Elementary | Status: Denied

First Name	Last Name	Date Of Birth	ID Number	Status
Status: Denied				
Kristen	Barbour	09/20/1982	*****7397	Denied
				Count: 1
Status: Approved				
Abigail	Wallace	03/19/1981		Approved
April	Thompson	12/15/1989		Approved
Bernard	Johnson	07/03/1957		Approved
Camden	Adams	05/05/1984		Approved
Enrique	Garcia	07/08/1992		Approved
Jackie	Harden	04/07/1978		Approved
Janet	Davis	06/04/1974		Approved
Jeff	Marsh	01/19/1989		Approved
Jennifer	Gaines	04/27/1978		Approved

[Live Chat](#)

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Volunteer Management – Customizing a Report

The screenshot displays the Raptor Technologies Volunteer Management interface. The user is logged in as Heather Cooper. The main section is titled "Volunteers" and shows a report titled "All Reports > Volunteer Applications by Status and Building". The report filters are set for "Washington Elementary" and the date range is from 9/8/2020 to 9/2/2021. A table of volunteer data is shown, with a context menu open over the "ID Number" column header. The context menu includes options for "Sort Ascending", "Sort Descending", "Columns", and "Filter". The "Columns" option is highlighted, and a side panel on the right shows a list of available columns for the report, such as "Application ID", "First Name", "Last Name", "Date Of Birth", "ID Number", and "Status".

Volunteers

All Reports > Volunteer Applications by Status and Building

Start Date: 9/8/2020 End Date: 9/2/2021 [Generate Report](#) [Clear](#) [Save As](#)

Building: Washington Elementary

First Name	Last Name	Date Of Birth	ID Number
Status: Denied			
Kristen	Barbour	09/20/1982	
Status: Approved			
Abigail	Wallace	03/19/1981	
April	Thompson	12/15/1989	
Bernard	Johnson	07/03/1957	
Camden	Adams	05/05/1984	
Enrique	Garcia	07/08/1992	
Jackie	Harden	04/07/1978	
Janet	Davis	06/04/1974	
Jeff	Marsh	01/19/1989	
Jennifer	Gaines	04/27/1978	

Columns:

- Application ID
- First Name
- Middle Name
- Last Name
- Full Name
- Date Of Birth
- Gender
- ID Type
- ID Number
- Status
- Building
- Function(s)
- Organization(s)
- Affiliation
- Preferred Language
- Address Line1
- City
- State
- Zip Code
- Email
- Primary Phone
- Secondary Phone
- Identification Number:*
- State of Issue:*
- Type of Identification:*

Volunteer Management – Exporting Reports

The screenshot displays the Raptor Technologies Volunteer Management interface. The top navigation bar includes the Raptor Technologies logo, the school name 'Washington Elementary', and a 'TEAM ASSIST' button. A sidebar on the left contains user information for Heather Cooper and navigation links for Dashboard, Sign In/Sign Out, Modules, Volunteers, Incidents, Drill Manager, Reports, and Support. A 'Live Chat' button is located at the bottom of the sidebar.

The main content area is titled 'Volunteers' and features a breadcrumb trail: 'All Reports > Volunteer Applications by Status and Building'. Below this, there are filters for 'Start Date' (9/8/2020) and 'End Date' (9/2/2021), along with 'Generate Report', 'Clear', and 'Save As' buttons. A red box highlights a green 'Export' icon and a red 'PDF' icon.

The data is presented in a table with columns for 'Building', 'Status', 'First Name', 'Last Name', 'Date Of Birth', 'ID Number', and 'Status'. The table is filtered by 'Building: Washington Elementary' and shows two status groups: 'Status: Denied' and 'Status: Approved'.

Building	Status	First Name	Last Name	Date Of Birth	ID Number	Status
Building: Washington Elementary						
Status: Denied						
	Denied	Kristen	Barbour	09/20/1982	*****7397	Denied
						Count: 1
Status: Approved						
	Approved	Abigail	Wallace	03/19/1981		Approved
	Approved	April	Thompson	12/15/1989		Approved
	Approved	Bernard	Johnson	07/03/1957		Approved
	Approved	Camden	Adams	05/05/1984		Approved
	Approved	Enrique	Garcia	07/08/1992		Approved
	Approved	Jackie	Harden	04/07/1978		Approved
	Approved	Janet	Davis	06/04/1974		Approved
	Approved	Jeff	Marsh	01/19/1989		Approved
	Approved	Jennifer	Gaines	04/27/1978		Approved

At the bottom of the page, there is a footer with the text: 'This site is for authorized clients only. Unauthorized use is prohibited. © Copyright 2002-2021 Raptor Technologies, LLC. All rights reserved.' and a 'Submit Feedback' link.

Volunteer Management – Saving a Custom Report

The screenshot displays the Raptor Technologies Volunteer Management interface. The user is logged in as Heather Cooper. The main content area shows a report titled "Volunteers" for "Washington Elementary". The report is filtered by "All Reports" and "Volunteer Applications by Status and Building". The report parameters are: Start Date: 9/8/2020, End Date: 9/2/2021. The "Save As" button is highlighted with a red box. The report data is as follows:

Building	Status	First Name	Last Name	Date Of Birth	ID Number	Status
Building: Washington Elementary						
Status: Denied						
		Kristen	Barbour	09/20/1982	*****7397	Denied
						Count: 1
Status: Approved						
		Abigail	Wallace	03/19/1981		Approved
		April	Thompson	12/15/1989		Approved
		Bernard	Johnson	07/03/1957		Approved
		Camden	Adams	05/05/1984		Approved
		Enrique	Garcia	07/08/1992		Approved
		Jackie	Harden	04/07/1978		Approved
		Janet	Davis	06/04/1974		Approved
		Jeff	Marsh	01/19/1989		Approved
		Jennifer	Gaines	04/27/1978		Approved

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Volunteer Management – Custom Reports

The screenshot displays the Raptor Technologies Volunteer Management interface. The top navigation bar includes the Raptor Technologies logo, the school name 'Washington Elementary', and a 'TEAM ASSIST' button. The left sidebar shows the user profile 'Heather Cooper' and navigation options for Dashboard, Sign In/Sign Out, Modules, Volunteers, Incidents, Drill Manager, Reports, and Support. The main content area is titled 'Volunteers' and features a 'Reports' tab. Under 'Volunteer Reports', there are 12 report options, each with a brief description. A red box highlights the 'Custom Reports' section, which contains two reports: 'Daily Volunteer Report' and 'Library Helper Total Hours'. Both reports show creation and last run dates. The footer contains a 'Live Chat' button, a disclaimer, and contact information.

Volunteers

Washington Elementary

HEATHER COOPER
Profile | Logout

Dashboard
Sign In/Sign Out
Modules
Volunteers
Incidents
Drill Manager
Reports
Support

TEAM ASSIST

Volunteer Reports

- All Volunteers**
- Currently Signed In**
- Delayed Entry**
- Batch Printing**
- Reports**
- Events**

Active Volunteers
Profile information, including photo, on volunteers whose status is active

Denied Volunteer Applications
Volunteer applications with a denied status.

Total Hours Per Volunteer By Building
Total number of hours worked per volunteer grouped by building.

Total Volunteer Hours Worked Per Function
Total number of volunteer hours associated to each function.

Volunteer Count and Hours Per Age Group
Total count of volunteers and hours for youth, adult and senior age groups.

All Volunteers By Status
Volunteers grouped by status.

Top Volunteers by Building
Volunteers grouped by buildings sorted by greatest total time.

Total Volunteer Hours Worked Per Affiliation
Total number of volunteer hours associated to each affiliation.

Total Volunteer Hours Worked Per Organization
Total number of volunteer hours on behalf of an organization.

Volunteer Hours by Function and Building
Volunteer Hours grouped by function and building.

Approved Applications
Volunteer Applications that have been approved

Total Hours Per Volunteer
Total number of volunteer hours associated to each volunteer.

Total Volunteer Hours Worked Per Building
Total number of volunteer hours associated to each building.

Volunteer Applications by Status and Building
Volunteer Applications modified within specified date range and grouped by status and building.

Volunteer Sign-In History by Building
Volunteer sign in history grouped by building.

Custom Reports

- Daily Volunteer Report**
Edit/Delete
Created by: Heather Cooper
Created date: 09/02/2021
Last run: 09/02/21 7:23 PM
- Library Helper Total Hours**
Edit/Delete
Created by: Heather Cooper
Created date: 09/02/2021
Last run: 09/02/21 7:25 PM

Live Chat

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Volunteer Management – Event Management

RAPTOR TECHNOLOGIES Washington Elementary TEAM ASSIST

Heather Cooper Profile Logout

Dashboard Sign In/Sign Out

Modules

- Volunteers
- Incidents
- Drill Manager
- Reports
- Support

Volunteers

All Volunteers Currently Signed In Delayed Entry Batch Printing Reports **Events**

Active Volunteers Action

Search First and/or Last Name [x] Reset [Q] Search

Details	First Name	Last Name ↑	Status	Expiration Date	Last Visited	Options
Details	Camden	Adams	Active	09/02/2022		
Details	Tim	Butler	Active	12/31/2021	08/24/2021	
Details	William	Carleton	Active	09/01/2022		
Details	Marlon	Concepcion	Active	09/02/2022	08/16/2019	
Details	Janet	Davis	Active	09/02/2022		
Details	Jermaine	Delgado	Active	09/02/2022	08/16/2019	
Details	Latoya	Franklin	Active	09/02/2022		
Details	Jennifer	Gaines	Active	09/02/2022		
Details	Enrique	García	Active	09/02/2022		
Details	Jackie	Harden	Active	09/02/2022		

1 2 3 10 items per page 1 - 10 of 22 items

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Live Chat

Volunteer Management – Add an Event

The screenshot displays the Raptor Technologies Volunteer Management interface. The top navigation bar includes the Raptor Technologies logo, the school name 'Washington Elementary', and a 'TEAM ASSIST' button. The left sidebar contains a user profile for Heather Cooper and a menu with options: Dashboard, Sign In/Sign Out, Modules, Volunteers (highlighted), Incidents, Drill Manager, Reports, and Support. A 'Live Chat' button is located at the bottom of the sidebar.

The main content area is titled 'Volunteers' and features a tabbed interface with 'All Volunteers', 'Currently Signed In', 'Delayed Entry', 'Batch Printing', 'Reports', and 'Events'. The 'Events' tab is active, showing a table of events. A dropdown menu for 'All Events' and a '+ Add Event' button (highlighted with a red box) are located above the table.

Details	Name	Location	Start Date/Time ↑	End Date/Time	Needed	Options
Details	Fall Fundraiser	Park	09/30/21 11:00 AM	09/30/21 3:30 PM	5	⊞
Details	Zoo Trip	Local Zoo	10/04/21 7:30 AM	10/04/21 4:30 PM	10	⊞
Details	Valentines Day Party	Gym	02/14/22 12:00 PM	02/14/22 2:30 PM	7	⊞

1 - 3 of 3 items

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Volunteer Management – Add an Event

RAPTOR TECHNOLOGIES Washington Elementary TEAM ASSIST

Volunteers

All Volunteers | Currently Signed In | Delayed Entry | Batch Printing | Reports | Events

All Events > Add Event

Name *

Description

Location **Address** **City** **Zip Code**

Start Date/Time * **End Date/Time *** **Needed** **Signed Up**

Functions *

+ Add Function Please select one

- Cafeteria Helper**
- Athletics
- Chaperone
- Classroom Helper
- Concessions
- Fundraising

Notes

Save **Cancel**

Volunteers Signed Up

First Name	Last Name	Email	Sign-Up Date/Time	Options
There is no data to show here				

0 items per page No items to display

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Volunteer Management – Event Details

The screenshot displays the Raptor Technologies Volunteer Management interface for Washington Elementary. The top navigation bar includes the Raptor Technologies logo, the school name, and a 'TEAM ASSIST' button. A sidebar on the left contains user information for Heather Cooper and navigation links for Dashboard, Sign In/Sign Out, Modules, Volunteers, Incidents, Drill Manager, Reports, and Support. A 'Live Chat' button is located at the bottom of the sidebar.

The main content area is titled 'Volunteers' and features a tabbed interface with 'All Volunteers', 'Currently Signed In', 'Delayed Entry', 'Batch Printing', 'Reports', and 'Events'. The 'Events' tab is active, showing a list of events under the heading 'All Events'. A dropdown menu for 'All Events' and an 'Add Event' button are visible. The event list table has columns for Details, Name, Location, Start Date/Time, End Date/Time, Needed, and Options. Three events are listed: 'Fall Fundraiser' (Park, 09/30/21 11:00 AM to 09/30/21 3:30 PM, 5 needed), 'Zoo Trip' (Local Zoo, 10/04/21 7:30 AM to 10/04/21 4:30 PM, 10 needed), and 'Valentines Day Party' (Gym, 02/14/22 12:00 PM to 02/14/22 2:30 PM, 7 needed). The table includes pagination controls showing 1 of 3 items and 10 items per page.

Details	Name	Location	Start Date/Time ↑	End Date/Time	Needed	Options
Details	Fall Fundraiser	Park	09/30/21 11:00 AM	09/30/21 3:30 PM	5	⌵
Details	Zoo Trip	Local Zoo	10/04/21 7:30 AM	10/04/21 4:30 PM	10	⌵
Details	Valentines Day Party	Gym	02/14/22 12:00 PM	02/14/22 2:30 PM	7	⌵

1 - 3 of 3 items

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Event Management – Email Options

The screenshot displays the Raptor Technologies interface for managing volunteers. On the left is a navigation sidebar with options like Dashboard, Sign In/Sign Out, Modules, Volunteers, Incidents, Drill Manager, Reports, and Support. The main content area is titled 'Volunteers' and includes tabs for All Volunteers, Currently Signed In, Delayed Entry, Batch Printing, Reports, and Events. The 'Event Detail' form contains fields for Name (Fall Fundraiser), Description, Location (Park), Address, City, Zip Code, Start Date/Time (9/30/2021 11:00 AM), End Date/Time (9/30/2021 3:30 PM), Needed (5), and Signed Up (0). Below the form are buttons for '+ Add Function' and 'FUNDRAISING X', a 'Notes' section with 'Save' and 'Cancel' buttons, and an 'Event Sign Up' button. A table titled 'Volunteers Signed Up' is shown with columns for First Name, Last Name, Email, and Sign-Up Date/Time. The table is currently empty, displaying 'There is no data to show here'. A red box highlights the 'Email Options' dropdown menu in the table header, which includes options for 'Email All Signed Up' and 'Email All Eligible'. A 'Live Chat' button is located in the bottom left corner of the interface.



Volunteer Sign In/Sign Out

The screenshot displays the Raptor Technologies interface for Washington Elementary. The top navigation bar shows the school name and a 'TEAM ASSIST' button. The sidebar on the left contains navigation links: Dashboard, Sign In/Sign Out (highlighted with a red box), Modules, Reports, and Support, along with a Live Chat button at the bottom. The main content area is titled 'Washington Elementary' and features two tabs: 'Sign In/Out' and 'Kiosk Queue'. Below the tabs are three buttons: 'SIGN IN', 'SIGN OUT', and 'VOLUNTEER'. The 'VOLUNTEER' button is highlighted with a red box. Below these buttons is a search bar with the placeholder text 'Enter First and/or Last Name...', a 'Find' button, and a 'More' button. Red 'X' marks are placed over the search bar's left and right sides, and an orange arrow points to the 'Find' button.

Washington Elementary

Sign In/Out Kiosk Queue

SIGN IN SIGN OUT

VOLUNTEER

Enter First and/or Last Name... Find More

Live Chat

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Volunteer Sign In/Sign Out

The screenshot shows the Raptor Technologies interface for Washington Elementary. The top navigation bar includes the Raptor Technologies logo, the school name "Washington Elementary", and a "TEAM ASSIST" button. A sidebar on the left contains a user profile for Heather Cooper and navigation links for Dashboard, Sign In/Sign Out, Modules, Reports, and Support. The main content area is titled "Washington Elementary" and has two tabs: "Sign In/Out" (active) and "Kiosk Queue".

Below the tabs are three buttons: "SIGN IN" (orange), "SIGN OUT" (white), and "VOLUNTEER" (orange with a plus icon). A search bar below these buttons includes a "Scan ID" button, a text input field "Enter First and/or Last Name...", a "Find" button, and a "Manual Entry" button.

The "Search Results" section displays a table with the following data:

Sign In	Photo	First Name	Last Name ↑	Date Of Birth	ID Number	Last Visited
Sign In		Jennifer	Gaines	04/27/1978		

Below the table is a "Clear" button. At the bottom of the page, there is a "Live Chat" button and a footer with legal notices and contact information.

Volunteer Sign In/Sign Out

Washington Elementary

Heather Cooper
Profile | Logout

Dashboard

Sign In/Sign Out

Modules

Reports

Support

Sign In/Out Kiosk Queue

SIGN IN SIGN OUT

This approved volunteer's record is incomplete.

You should scan the volunteer's ID for security reasons.

Scan ID Continue Without Scanning Cancel

Search Results

Sign In	Photo	First Name	Last Name ↑	Date Of Birth	ID Number	Last Visited
Sign In		Jennifer	Gaines	04/27/1978		

Clear

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Volunteer Sign In/Sign Out

RAPTOR
TECHNOLOGIES

Washington Elementary

Heather Cooper
Profile | Logout

Dashboard

Sign In/Sign Out

Modules

Reports

Support

Sign In/Out Kiosk Queue

SIGN IN SIGN OUT

VOLUNTEER

Scan ID Enter First and/or Last Name... Find Manual Entry

First Name Jennifer Middle Name Last Name Gaines

Date Of Birth 04/27/1978 ID Type ID Number

Update Photo
Scan

Function Please select one Organization Please select one

Notes

Submit & Print Submit Cancel

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Volunteer Sign In/Sign Out

Washington Elementary

Sign In/Out Kiosk Queue

SIGN IN SIGN OUT

VOLUNTEER

Enable Multi-Sign Out

Sign Out	Photo	First Name	Last Name	Function	Signed In	Options
Sign Out		Jennifer	Gaines	Mentor	09/07/21 2:37 PM	

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Raptor University – Go to Community

The screenshot shows the Raptor Support Center website. At the top left is the Raptor Technologies logo. A user profile for Heather Cooper is visible, with links for Profile and Logout. A navigation sidebar on the left includes Dashboard, Sign In/Sign Out, Modules, Reports, and Support (highlighted with a red box). A 'TEAM ASSIST' button is in the top right. The main content area is titled 'Raptor Support Center' and features a central message: 'Need Support Information? Check out Our Community Knowledge Base!'. Below this is an illustration of two people at a computer with a globe and a wrench. A 'Go to Community' button is highlighted with a red box. Two columns at the bottom offer 'Raptor Downloads' (with a download icon and 'Go to Downloads' button) and 'Need Supplies?' (with a shopping bag icon and 'Go to Store' button). A 'Live Chat' button is in the bottom left. The footer contains legal notices and contact information.

RAPTOR
TECHNOLOGIES

Heather Cooper
[Profile](#) | [Logout](#)

Dashboard
Sign In/Sign Out
Modules
Reports
Support

TEAM ASSIST

Raptor Support Center

Need Support Information? Check out Our Community Knowledge Base!

Explore our new Raptor Knowledge Base. We have created a collection of in-depth articles that cover several aspects of the Raptor software with simple step-by-step instructions. Here you will find answers to the most common questions asked to our support team in the form of articles. The articles are designed to be easy-to-read and understand, while being comprehensive.

Go to Community

Raptor Downloads
Installing your Raptor hardware?
Download driver files to get your hardware up and running.

Go to Downloads

Need Supplies?
Purchase additional equipment, replacement items and badges.

Go to Store

Live Chat

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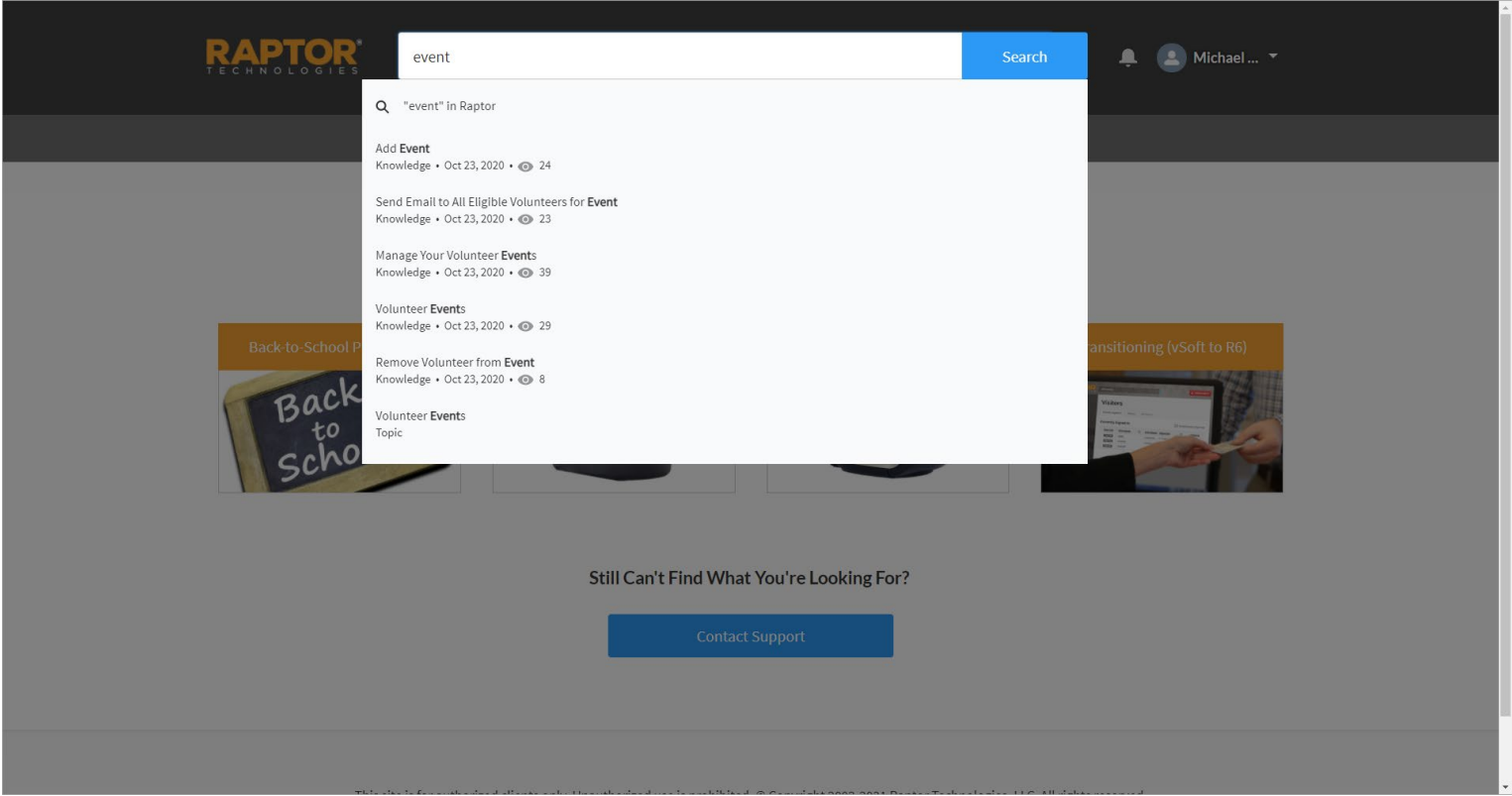
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Raptor University

The screenshot shows the Raptor University Knowledge Base website. At the top left is the Raptor Technologies logo. To its right is a search bar with the placeholder text "How can we help you? (Enter keyword to search)" and a blue "Search" button. Further right are a notification bell icon and a user profile icon labeled "Michael...". Below the search bar is a navigation menu with links for "Home", "Raptor University", "Product News", "Contact Support", and "Additional Resources". The main content area features a large heading "Welcome to your Raptor Knowledge Base!" followed by the subtext "A place where you can easily find solutions and ask questions". Below this are four featured articles, each with an orange header and a representative image: "Back-to-School Preparation" (image of a chalkboard with "Back to School" written on it), "Troubleshooting - Scanner" (image of a black Raptor scanner), "Troubleshooting - Printer" (image of a white Raptor printer), and "Transitioning (vSoft to R6)" (image of a person's hands holding a card in front of a computer monitor displaying the Raptor software interface). At the bottom of the featured articles section, there is a heading "Still Can't Find What You're Looking For?" and a prominent blue "Contact Support" button.

Raptor University – Search



Level 1 and Level 2 Clearances

Level 1

- Online application
- Required for ALL volunteers
- Screened by the Security Clearance office
- Approval email sent
- Renew application annually

Level 2

- Fingerprinting
- Required for select volunteers
- Requested by school personnel
- Up to 10-day waiting period
- Valid for five years
- Renew personal information annually



Level 2 Clearance Information

- Level 2 clearance is ONLY for select volunteers such as overnight chaperones and band/athletic coaches
- Level 2 requests must ONLY include the following:
 - Name
 - Date of birth
 - School name
 - Specify role: overnight chaperone or band/athletic coach
- Volunteers must not contact the security clearance office for assistance unless their status is Inactive
- BCPS employees are level 2 cleared



New Volunteer Database



Sheilynn Carrasco

Youth Services

South Florida Institute on Aging





SoFIA

**South Florida
Institute on Aging**

THINK. ACT. THRIVE.

2038 N. Dixie Highway, Suite 201
Wilton Manors, FL 33305
www.thesofia.org
info@thesofia.org
Phone: (954) 484-7117
Fax: (954) 484-8292

Who We Are

SoFIA was formed in 1965 to harness the invaluable work and life experience of older adults, to help at-risk children achieve, struggling veterans and their families succeed, in-need seniors thrive, and Broward County non-profits innovate. This yields a double benefit – to the individuals and communities who benefit from the volunteer services and the volunteer themselves who realize proven health benefits through social interaction, ongoing engagement, opportunities to contribute, and a sense of purpose and accomplishment.



Our Mission & Our Vision

- **Our Holistic Approach improves economic stability, and social insights and community services that empower people to thrive as they age.**
- **To connect, enhance and change lives through volunteerism.**

SoFIA Program & Services

- Caregiver Assistance Program(CAP)
- RELIEF for Caregivers
- Legacy Corps Veteran In-Home Respite Program (LCVIRP)
- Retired Senior Volunteer Program (RSVP)
- RSVP Veterans Help Veterans Program (VHV)
- SoFIA Tech Services
- Senior Companion Program (SCP)
- Foster Grandparent Program (FGP)
- SoFIA Fellows

Foster Grandparent Program

Foster Grandparents serve in Title 1 schools, nonprofit childcare centers and preschools throughout Broward County to support at risk students. Volunteers tutor, mentor and nurture children to help them advance academically and socially.

Eligibility & Benefits

- Age 55 years and older
- Meet income guidelines and no longer employed
- Pass Level II background screening
- Pass annual physical
- Serve 15- 20 hours weekly
- Complete 40 hours of initial training and attend ongoing monthly trainings
- Receive hourly stipend & travel reimbursement



**FOSTER
GRANDPARENTS**

Share Today. Shape Tomorrow.

SoFIA

South Florida
Institute on Aging

THINK. ACT. THRIVE.

Application & Placement Process

- Preliminary Interview (phone or in person)
- Completion of Application
 - Proof of Income
 - Proof of ID
 - Permission to conduct background check
- Completion of Background Clearance
 - NSPOW
 - Level II Clearance
- Physical/Wellness Exam
- Completion of 20 hrs of training
- Contact school(s) to confirm classroom placement
- Completion of site training & site shadowing
- Probationary Period & 90 day review (Performance Evaluations)



Child Assignment Plan

Child Assignment Plan must be completed bi-annually. The Program Staff reviews the Plan with the Foster Grandparent to ensure understanding about how to support the assigned children. The Child Assignment Plan should be completed each time a new child is assigned to a Foster Grandparent. This document is then signed by the Foster Grandparent, the Site Supervisor, and the Program Director. This plan includes the following:

- Child served (name and demographics)
- Period of time the child will receive support
- # of hours served per week

Volunteering from a Distance

- **PenPal Program**
- Volunteers will have the option to return to campus or volunteer from a distance.
- We've created a Pen Pal program for students and volunteers to exchange letters.
- Each participating classroom will assign students to their classroom "Grandma" and determine how often students will write letters and assigned students to the volunteer.
- The program is open to other activities volunteers can perform from a distance.

Virtual FGP Continued

In-service Training

We will continue to have our in-service training every third Tuesday of the month. We will also share other workshops and trainings from our community partners as they become available.

Weekly Check in Calls

Please continue to call volunteers on a weekly basis to check in with them about any program updates, changes they may have with us, and for any resources they may need.



Contact Us!

(954) 484-7117

www.thesofia.org

President & CEO

Nikki Austin-Shipp - naustinshipp@thesofia.org / phone ext. 102

Vice President of Programs

Cresha Reid – creid@thesofia.org / phone ext. 103

FGP Staff

Foster Grandparent Program Director

Sheilynn Carrasco – scarrasco@thesofia.org / phone ext. 117

Foster Grandparent Program Manager

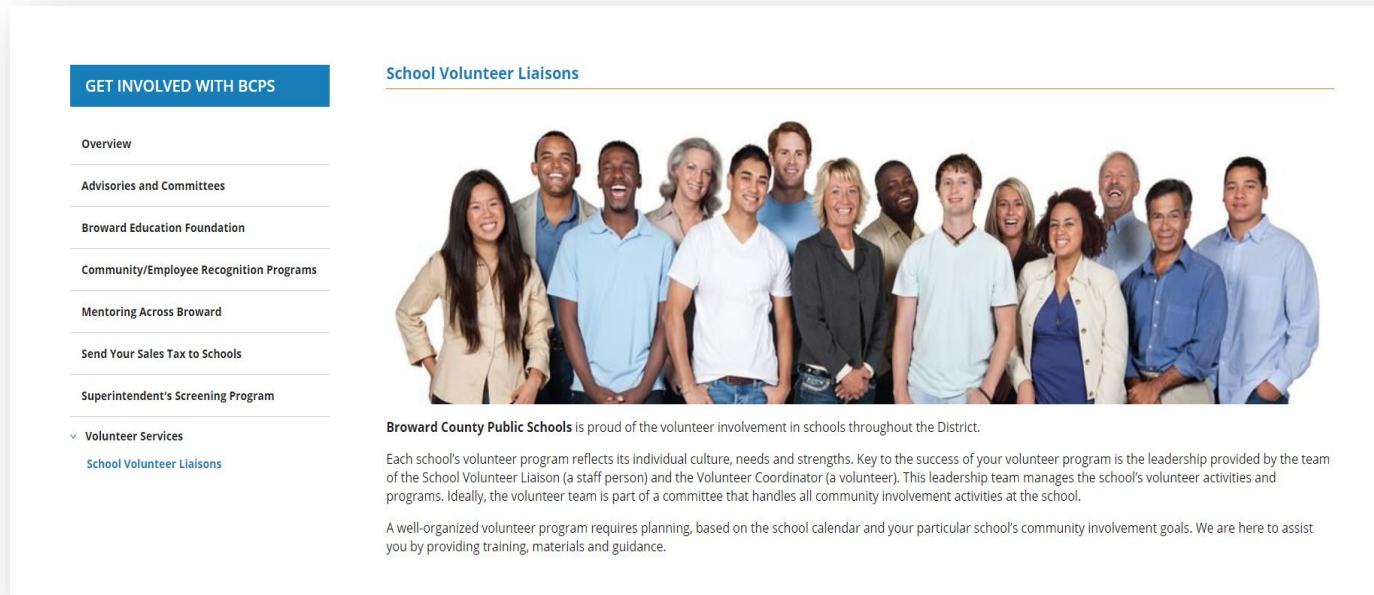
Valencia Tarvin-Stovall – vtarvin-stovall@thesofia.org / phone ext. 127

Foster Grandparent Program Coordinator

Suze Vedrine – svedrine@thesofia.org / phone ext. 118

School Volunteer Liaison Webpage


browardschools.com/volunteerliaisons



GET INVOLVED WITH BCPS

- Overview
- Advisories and Committees
- Broward Education Foundation
- Community/Employee Recognition Programs
- Mentoring Across Broward
- Send Your Sales Tax to Schools
- Superintendent's Screening Program
- Volunteer Services
 - [School Volunteer Liaisons](#)

School Volunteer Liaisons



Broward County Public Schools is proud of the volunteer involvement in schools throughout the District.

Each school's volunteer program reflects its individual culture, needs and strengths. Key to the success of your volunteer program is the leadership provided by the team of the School Volunteer Liaison (a staff person) and the Volunteer Coordinator (a volunteer). This leadership team manages the school's volunteer activities and programs. Ideally, the volunteer team is part of a committee that handles all community involvement activities at the school.

A well-organized volunteer program requires planning, based on the school calendar and your particular school's community involvement goals. We are here to assist you by providing training, materials and guidance.

- Guidelines for Virtual Volunteerism
- Safety and Security Information
- Links to forms and the SVL Manual
- Volunteer Recognition and Awards



BROWARDSCHOOLS.COM/VOLUNTEER

Volunteer Recognition and Awards

Florida Department of Education Awards

- ❖ Outstanding School Volunteer Award

DUE: November 2021

- ❖ Adult
- ❖ Student
- ❖ Senior

- ❖ Golden and Silver School Awards

DUE: May 2022

BCPS Awards/Events

- ❖ Hours of Service Awards

DUE: April 2022

- ❖ Community Involvement Awards

TENTATIVE DATE: May 5, 2022





Volunteer Services Contact Information

volunteer@browardschools.com

754-321-2300

