

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 Mighty-Hinds
 - BCPS Office of Strategic Partnerships
- Michael DeBondt
 - Raptor Technologies, LLC
- Rachel Robuste
 - BCPS 2024 School-Related Employee of the Year
 - School Volunteer Liaison, Liberty Elementary School
- Sheilynn Carrasco
 - South Florida Institute on Aging
- Eric Chisem
 - BCPS Office of Strategic Partnerships

Agenda

- ❖ The Role of a School Volunteer Liaison
- ❖ The Experience of a School Volunteer Liaison
- ❖ Volunteer Application Process
- ❖ Level 1 and Level 2 Clearances
- ❖ Raptor Volunteer Module
- ❖ Foster Grandparent Program
- ❖ Closing Remarks



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**
- Identify volunteer opportunities and actively recruit 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



The Experience of a School Volunteer Liaison



Established 1915

BROWARD
County Public Schools

Rachel Robuste

- *BCPS 2024 School-Related Employee of the Year*
- *School Volunteer Liaison,
Liberty Elementary School*



[BROWARDSCHOOLS.COM/VOLUNTEER](https://www.browardschools.com/volunteer)

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 Volunteerism
- ☐ Safety and Security Information
- ☐ Links to forms and the SVL Manual
- ☐ Volunteer Recognition and Awards



BROWARDSCHOOLS.COM/VOLUNTEER

Level 1 and Level 2 Clearances

Level 1

- Online application
- Renew application annually
- Automatically screened through Raptor
- Approval email sent
- Required for ALL volunteers, **except BCPS employees**
- View volunteers by running reports in Raptor

Level 2

- SVL/School personnel sends request to Security Clearance
- Online application and fingerprinting
- Up to 10-day waiting period
- Valid for five years; renew personal information annually
- View volunteers by checking the Security Clearance Filemaker Pro database



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 Security Clearance for assistance unless their status is Denied
- BCPS employees are Level 2 cleared



Volunteer Application Process

ALL VOLUNTEERS



Step
1

Complete online application at browardschools.com/volunteer

Step
2

Wait to receive approval email with information about volunteer portal

Step
3

Contact school volunteer liaison about current opportunities



BROWARDSCHOOLS.COM/VOLUNTEER

Raptor Volunteer Module



Michael DeBondt

Raptor University Manager
Raptor Technologies, LLC




BROWARDSCHOOLS.COM/VOLUNTEER

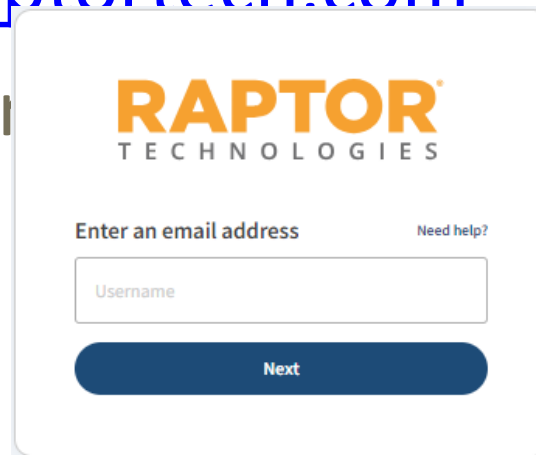
Broward County Public Schools – Volunteer Liaison Training

Michael DeBondt
Raptor University Manager
Raptor Technologies, LLC




Volunteer Management

- Double-click  on your desktop or <https://apps.raptortech.com>
- Enter your Dist




The screenshot shows a login interface for Raptor Technologies. At the top is the logo with 'RAPTOR' in orange and 'TECHNOLOGIES' in grey. Below the logo, the text 'Enter an email address' is followed by a link 'Need help?'. There is a text input field with the placeholder 'Username'. At the bottom is a dark blue button labeled 'Next'.

Volunteer Management – Approved Volunteers



Washington Elementary ▾

Press **F11** to exit full screen



VOLUNTEER MANAGEMENT

Dashboard

Volunteers

Events

Approval Queue

Reports

Support

Main Menu

Volunteers











All Volunteers Action +

Search First and/or Last Name

Reset

Search

Active Volunteers ▾

Details	First Name	Last Name ↑	Status	Expiration Date	Last Visited	Options
Details	Bruce	Adams	Active	04/19/2027	06/10/2023	
Details	Bethany	Atkins	Active	06/13/2024		
Details	Jason	Atkinson	Active	06/13/2024		
Details	Jeremiah	Bown	Active	04/19/2027		
Details	Amber	Brown	Active		06/13/2023	
Details	Diana	Dare	Active	06/13/2024		
Details	Alma Jean	DeBondt	Active	09/01/2030	08/08/2023	
Details	Ralph	Delgado	Active	04/19/2027		
Details	Thurman	Hairston	Active			
Details	Jonathan	Hamilton	Active	06/13/2024		

1 2 3

10 items per page

1 - 10 of 24 items

Live Chat

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Volunteer Management – Banned Volunteers

The screenshot displays the Raptor Technologies Volunteer Management interface. On the left is a sidebar with navigation links: Dashboard, Volunteers (selected), Events, Approval Queue, Reports, Support, and Main Menu. The main content area is titled 'Volunteers' and shows a list of 'All Volunteers'. A search bar at the top of the list allows filtering by 'First Name' and 'Last Name'. Below the search bar is a table with columns: Details, First Name, Last Name, Status, Expiration Date, and Last Visited. One volunteer, Kristen Barbour, is listed with a status of 'Banned' and an expiration date of 09/02/2021. An orange arrow points to a dropdown menu labeled 'Action' in the top right corner of the table. This menu is open, showing options: Active Volunteers, Banned Volunteers (highlighted with a red box), Expired Volunteers, Inactive Volunteers, and All Volunteers. At the bottom of the page, there is a 'Live Chat' button and a footer with copyright information and links for feedback, terms of use, and privacy policy.

RAPTOR TECHNOLOGIES

Washington Elementary

Volunteers

All Volunteers

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

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

10 items per page

Action

- Active Volunteers
- Banned Volunteers**
- Expired Volunteers
- Inactive Volunteers
- All Volunteers

[Live Chat](#)

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Volunteer Management – Reports

RAPTOR TECHNOLOGIES

Washington Elementary ▾

VOLUNTEER MANAGEMENT

- Dashboard
- Volunteers
- Events
- Approval Queue
- Reports**
- Support
- Main Menu

Reports

Volunteers Subscriptions

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

Live Chat

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Volunteer Management – Generate a Report

The screenshot displays the Raptor Technologies Volunteer Management interface. On the left is a sidebar with the Raptor Technologies logo and a menu for 'VOLUNTEER MANAGEMENT' containing links to Dashboard, Volunteers, Events, Approval Queue, Reports (highlighted), Support, and Main Menu. At the bottom of the sidebar is a 'Live Chat' button. The main content area at the top shows a dropdown menu set to 'Washington Elementary' and a user profile icon. Below this is the 'Reports' section with tabs for 'Volunteers' and 'Subscriptions'. Under the 'Volunteers' tab, there is a link for 'All Reports' and a sub-link for 'Active Volunteers'. A large input field contains two buttons: 'Generate Report' and 'Clear'. The footer of the page includes a disclaimer: 'This site is for authorized clients only. Unauthorized use is prohibited. © Copyright 2002-2023 Raptor Technologies, LLC. All rights reserved.' On the right side of the footer, there are links for 'Submit Feedback', 'Terms of Use', and 'Privacy Policy', along with version and contact information: 'v7.0.1.6 1-877-7RAPTOR 713-680-8902 www.raportech.com'.

RAPTOR
TECHNOLOGIES

VOLUNTEER MANAGEMENT

- Dashboard
- Volunteers
- Events
- Approval Queue
- Reports**
- Support
- [Main Menu](#)

[Live Chat](#)

Washington Elementary ▾

Reports

Volunteers Subscriptions

[All Reports](#) > [Active Volunteers](#)

[Generate Report](#) [Clear](#)

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Volunteer Management – Customizing a Report

RAPTOR TECHNOLOGIES

Washington Elementary ▾

Reports

Volunteers Subscriptions

All Reports ▸ Active Volunteers

Generate Report Clear Save As

Drag a column header and drop it here to group by that column

First Name	Last Name	ID Number
Alma Jean	DeBondt	
Amber	Brown	
Amber	Sampson	
Ben	McDonald	
Bethany	Atkins	
Bruce	Adams	
Deborah	Harrington	
Diana	Dare	
Harold	McKinney	
Harold	Simmons	

Sort Ascending
Sort Descending
Columns →
Filter →

10 items per page

1 - 10 of 24 items

Filters:

- ☐ Image
- ☒ First Name
- ☐ Middle Name
- ☒ Last Name
- ☐ Full Name
- ☐ Maiden Name
- ☐ Date of Birth
- ☐ Gender
- ☐ Race
- ☒ ID Number
- ☐ Assigned ID
- ☒ Last Visited
- ☐ Approval Date
- ☒ Expiration Date
- ☐ Portal User
- ☐ Building Name(s)
- ☐ Function(s)
- ☐ Organization(s)
- ☐ Affiliation
- ☐ Preferred Language
- ☐ Address Line 1
- ☐ Address Line 2
- ☐ City
- ☐ State
- ☐ Zip Code
- ☐ Email
- ☐ Primary Phone
- ☐ Secondary Phone
- ☐ Internal Notes - VIPS USE ONLY**

Table Data:

	Expiration Date
	09/01/2030
	06/13/2024
	06/13/2024
	06/13/2024
	04/19/2027
	05/03/2027
	06/13/2024
	06/13/2024
	06/13/2024

Live Chat

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Volunteer Management – Exporting Reports

Washington Elementary

Reports

Volunteers Subscriptions

All Reports > Active Volunteers

Generate Report Clear Save As

Export PDF

First Name	Last Name	Approval Date	Expiration Date	Building Name(s)	Function(s)	Last Visited
null						
Amber	Brown	04/25/2022		DeBondt Elementary DeBondt Middle School Washington Elementary	Cafeteria Helper Classroom Helper Concessions	06/13/23 3:00 PM
Jackson	Landry	04/25/2022		DeBondt Elementary Washington Elementary	Cafeteria Helper Classroom Helper	09/14/22 12:30 PM
Mary	Johnston	04/22/2022		DeBondt Elementary Washington Elementary	Cafeteria Helper Classroom Helper	06/10/23 1:59 PM
Patrick	Smith	04/25/2022		DeBondt Elementary Washington Elementary	Classroom Helper Library Helper	07/19/23 11:10 AM
Thurman	Hairston	04/25/2022		All Buildings	Cafeteria Helper Classroom Helper Library Helper	
06/13/2024						
Amber	Sampson	06/13/2023	06/13/2024	All Buildings	Cafeteria Helper Classroom Helper Field Trip Helper Library Helper	
Ben	McDonald	06/13/2023	06/13/2024	All Buildings	Cafeteria Helper Classroom Helper	
				DeBondt Elementary DeBondt Middle School	Cafeteria Helper	

Live Chat

Volunteer Management – Saving a Custom Report

The screenshot shows the Raptor Technologies Volunteer Management interface. On the left is a sidebar with navigation links: Dashboard, Volunteers, Events, Approval Queue, Reports (selected), and Support. The main content area is titled 'Reports' and includes tabs for 'Volunteers' and 'Subscriptions'. Below these are links for 'All Reports' and 'Active Volunteers'. A row of buttons contains 'Generate Report', 'Clear', and 'Save As' (highlighted with a red box). To the right of these buttons are icons for a spreadsheet and PDF. Below the buttons is a table with columns: First Name, Last Name, Approval Date, Expiration Date, Building Name(s), Function(s), and Last Visited. The table is divided into sections by expiration dates: 'null', '06/13/2024', and '06/13/2024'. The '06/13/2024' section contains two rows of volunteer data.

First Name	Last Name	Approval Date	Expiration Date	Building Name(s)	Function(s)	Last Visited
null						
Amber	Brown	04/25/2022		DeBondt Elementary DeBondt Middle School Washington Elementary	Cafeteria Helper Classroom Helper Concessions	06/13/23 3:00 PM
Jackson	Landry	04/25/2022		DeBondt Elementary Washington Elementary	Cafeteria Helper Classroom Helper	09/14/22 12:30 PM
Mary	Johnston	04/22/2022		DeBondt Elementary Washington Elementary	Cafeteria Helper Classroom Helper	06/10/23 1:59 PM
Patrick	Smith	04/25/2022		DeBondt Elementary Washington Elementary	Classroom Helper Library Helper	07/19/23 11:10 AM
Thurman	Hairston	04/25/2022		All Buildings	Cafeteria Helper Classroom Helper Library Helper	
06/13/2024						
Amber	Sampson	06/13/2023	06/13/2024	All Buildings	Cafeteria Helper Classroom Helper Field Trip Helper Library Helper	
Ben	McDonald	06/13/2023	06/13/2024	All Buildings	Cafeteria Helper Classroom Helper	
				DeBondt Elementary DeBondt Middle School	Cafeteria Helper	

Volunteer Management – Custom Reports

The screenshot displays the RAPTOR Technologies Volunteer Management web application. The interface includes a sidebar menu on the left with options: Dashboard, Volunteers, Events, Approval Queue, Reports (highlighted), Support, and Main Menu. The top navigation bar shows 'Washington Elementary' and a user profile icon. The main content area is titled 'Reports' and contains two tabs: 'Volunteers' and 'Subscriptions'. Below the tabs, there are two sections: 'Volunteer Reports' and 'Custom Reports'. The 'Volunteer Reports' section lists 11 reports, including 'Active Volunteers', 'Denied Volunteer Applications', 'Total Hours Per Volunteer By Building', 'Total Volunteer Hours Worked Per Function', 'Volunteer Count and Hours Per Age Group', 'All Volunteers By Status', 'Top Volunteers by Building', 'Total Volunteer Hours Worked Per Affiliation', 'Total Volunteer Hours Worked Per Organization', 'Volunteer Hours by Function and Building', 'Approved Applications', 'Total Hours Per Volunteer', 'Total Volunteer Hours Worked Per Building', 'Volunteer Applications by Status and Building', and 'Volunteer Sign-In History by Building'. The 'Custom Reports' section lists one report: 'Active Volunteer by Expiration Date'. An orange arrow points to this report. The footer contains a 'Live Chat' button, a disclaimer, and contact information.

RAPTOR TECHNOLOGIES

Washington Elementary

Volunteer Management

- Dashboard
- Volunteers
- Events
- Approval Queue
- Reports**
- Support
- Main Menu

Reports

Volunteers Subscriptions

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

- Active Volunteer by Expiration Date**
Edit/Delete
Created by: Heather Cooper
Created date: 08/25/2023
Last run: 08/25/23 4:24 PM

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Volunteer Management – Event Management

The screenshot displays the Raptor Technologies Volunteer Management interface. On the left is a sidebar with the Raptor Technologies logo and a 'VOLUNTEER MANAGEMENT' section containing links to Dashboard, Volunteers, Events (highlighted with an orange arrow), Approval Queue, Reports, Support, and Main Menu. The main content area is titled 'Volunteers' and shows a dropdown for 'Washington Elementary'. Below this is the 'All Events' section, which includes a table of events and pagination controls. The table lists five events: Spring Fling, Grandparent's Day Lunch, Fall Fundraiser, Field Trip, and Book Fair, each with details on location, dates, and the number of people needed. At the bottom of the page, there is a 'Live Chat' button and a footer with copyright information and links to feedback, terms, and privacy policies.

RAPTOR TECHNOLOGIES

Washington Elementary

Volunteers

All Events

Details	Name	Location	Start Date/Time	End Date/Time	Needed	Options
Details	Spring Fling	Rec Fields	05/09/24 3:30 PM	05/09/24 6:30 PM	3	
Details	Grandparent's Day Lunch	Cafeteria	11/17/23 10:45 AM	11/17/23 1:15 PM	5	
Details	Fall Fundraiser	Gym	09/23/23 8:00 AM	09/23/23 3:00 PM	7	
Details	Field Trip	Local Zoo	09/15/23 7:30 AM	09/15/23 4:30 PM	10	
Details	Book Fair	Library	08/22/23 3:00 PM	08/22/23 5:00 PM	5	


1 - 5 of 5 items

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Volunteer Management – Add an Event



Washington Elementary ▾



VOLUNTEER MANAGEMENT

Dashboard

Volunteers

Events

Approval Queue

Reports

Support






Main Menu

Volunteers

All Events

All Events ▾


+ Add Event

Details	Name	Location	Start Date/Time	End Date/Time ▴	Needed	Options
Details	Spring Fling	Rec Fields	05/09/24 3:30 PM	05/09/24 6:30 PM	3	
Details	Grandparent's Day Lunch	Cafeteria	11/17/23 10:45 AM	11/17/23 1:15 PM	5	
Details	Fall Fundraiser	Gym	09/23/23 8:00 AM	09/23/23 3:00 PM	7	
Details	Field Trip	Local Zoo	09/15/23 7:30 AM	09/15/23 4:30 PM	10	
Details	Book Fair	Library	08/22/23 3:00 PM	08/22/23 5:00 PM	5	

1

10 items per page

1 - 5 of 5 items

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Volunteer Management – Add an Event, Cont.

RAPTOR
TECHNOLOGIES

Washington Elementary ▾

VOLUNTEER MANAGEMENT
Dashboard
Volunteers
Events
Approval Queue
Reports
Support
Main Menu

Volunteers

[All Events](#) > [Add Event](#)

Name *

Description

Location

Address

City

Postal/Zip Code

Start Date/Time *

End Date/Time *

Needed

Signed Up

Functions *

+ Add Function

Please select one

Cafeteria Helper
Field Trip Helper
Classroom Helper
Concessions
Fundraising
Hall Monitor

Notes

Save Cancel

Volunteers Signed Up

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

10

items per page


No items to display

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Volunteer Management – Event Details



VOLUNTEER MANAGEMENT

Dashboard

Volunteers

Events


Approval Queue

Reports

Support

Main Menu

Washington Elementary








Volunteers

All Events

All Events

Add Event

Details	Name	Location	Start Date/Time	End Date/Time	Needed	Options
<div>Details</div>	Spring Fling	Rec Fields	05/09/24 3:30 PM	05/09/24 6:30 PM	3	
<div>Details</div>	Grandparent's Day Lunch	Cafeteria	11/17/23 10:45 AM	11/17/23 1:15 PM	5	
<div>Details</div>	Fall Fundraiser	Gym	09/23/23 8:00 AM	09/23/23 3:00 PM	7	
<div>Details</div>	Field Trip	Local Zoo	09/15/23 7:30 AM	09/15/23 4:30 PM	10	
<div>Details</div>	Book Fair	Library	08/22/23 3:00 PM	08/22/23 5:00 PM	5	

1

 10 items per page

1 - 5 of 5 items

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Volunteer Management – Email Options

RAPTOR
TECHNOLOGIES

Washington Elementary ▾

VOLUNTEER MANAGEMENT

Dashboard

Volunteers

Events

Approval Queue

Reports

Support

Main Menu

Volunteers

All Events ▸ Event Detail

Name *

Book Fair

Description

Location

Library

Address

City

Postal/Zip Code

Start Date/Time *

8/22/2023 3:00 PM

End Date/Time *

8/22/2023 5:00 PM

Needed

5

Signed Up

2

Functions *

+ Add Function

LIBRARY HELPER ✕

Notes

Save

Cancel

Volunteers Signed Up

First Name	Last Name	Email	Sign-Up Date/Time
Patrick	Smith	mdebondt74+3000@gmail.com	06/14/23 7:11 PM
Jennifer	Thompson	mdebondt74+9999@gmail.com	04/19/23 11:53 AM

10

 items per page

1-2 of 2 items

Email Options ▾

Event Sign Up

Email All Signed Up

Email All Eligible

Email

Remove

Live Chat

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Volunteer Sign In/Out

RAPTOR TECHNOLOGIES

Washington Elementary

Washington Elementary

Sign In/Out Kiosk Queue

SIGN IN **SIGN OUT**

VISITOR **VOLUNTEER**

Enter First and/or Last Name... **Find** **Cancel**

Live Chat

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Volunteer Sign In/Out, Cont.

RAPTOR
TECHNOLOGIES

VISITOR MANAGEMENT

- Dashboard
- Sign In/Sign Out**
- Visitors
- Volunteers
- Reports
- Support
- [Main Menu](#)

Washington Elementary

Washington Elementary

Sign In/Out

Kiosk Queue

SIGN IN

SIGN OUT

VISITOR

VOLUNTEER

Scan ID

Enter First and/or Last Name...

Find

Manual Entry

Search Results

Sign In	Photo	First Name	Last Name ↑	Date Of Birth	ID Number	Last Visited
<div>Sign In</div>		Deborah	Harrington	04/22/1989		

Clear

Live Chat

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RAPTOR
TECHNOLOGIES

Volunteer Sign In/Out, Cont.

The screenshot displays the Raptor Technologies Volunteer Sign In/Out interface for Washington Elementary. A modal message is shown in the center, stating: "This approved volunteer's record is incomplete. You should scan the volunteer's ID for security reasons." The modal includes three buttons: "Scan ID", "Continue Without Scanning", and "Cancel".

The background interface includes a sidebar with the Raptor Technologies logo and navigation links: VISITOR MANAGEMENT, Dashboard, Sign In/Sign Out, Visitors, Volunteers, Reports, Support, and Main Menu. The main content area shows the "Sign In/Out" tab selected, with buttons for "SIGN IN" and "SIGN OUT". Below these are "VISITOR" and "VOLUNTEER" icons. A "Search Results" table is visible, showing a search for "Deborah Harrington" with a date of "04/22/1989". The table has columns for "Sign In", "Photo", "First", "Last", "ID Number", and "Last Visited". A "Clear" button is located below the search results.

At the bottom of the interface, there is a "Live Chat" button and a footer with the following text: "This site is for authorized clients only. Unauthorized use is prohibited. © Copyright 2002-2023 Raptor Technologies, LLC. All rights reserved." and "v7.0.1.6 1-877-7RAPTOR 713-880-8902 www.raptortechn.com".

Volunteer Sign In/Out, Cont.

The screenshot shows the Raptor Technologies Volunteer Sign In/Out interface for Washington Elementary. The left sidebar contains navigation links: Dashboard, Sign In/Sign Out (active), Visitors, Volunteers, Reports, Support, and Main Menu. The main content area has a header for Washington Elementary and tabs for Sign In/Out and Kiosk Queue. Below the tabs are buttons for SIGN IN and SIGN OUT, and icons for VISITOR and VOLUNTEER. A search bar with a 'Find' button and a 'Manual Entry' button is present. The form fields include First Name (Deborah), Middle Name, Last Name (Harrington), Date Of Birth (04/22/1989), ID Type (Not Specified), and ID Number. There is a photo update section with a 'Scan' button. Below the form are two dropdown menus for Function and Organization, both with 'Please select one' as the placeholder. A 'Notes' text area is also present. At the bottom, there are buttons for 'Submit & Print', 'Submit', and 'Cancel'. An orange arrow points to the 'Submit & Print' button. The footer contains a 'Live Chat' button, a copyright notice, and a footer menu with links for Submit Feedback, Terms of Use, Privacy Policy, and version information (v1.0.1.6).

Washington Elementary

Sign In/Out Kiosk Queue

SIGN IN SIGN OUT

VISITOR VOLUNTEER

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

First Name * Deborah Middle Name Last Name * Harrington

Date Of Birth * 04/22/1989 ID Type Not Specified ID Number

Update Photo Scan

Function * Please select one Organization Please select one

Notes

Submit & Print Submit Cancel

Live Chat

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Volunteer Sign In/Out, Cont.

RAPTOR TECHNOLOGIES

Washington Elementary

VISITOR MANAGEMENT

- Dashboard
- Sign In/Sign Out**
- Visitors
- Volunteers
- Reports
- Support

← Main Menu

Washington Elementary

Sign In/Out Kiosk Queue

SIGN IN SIGN OUT

VISITOR VOLUNTEER

Currently Signed In

☐ Enable Multi-Sign Out

Sign Out	Photo	First Name	Last Name	Function	Signed In	Options
Sign Out		Deborah	Harrington	Classroom Helper	08/25/23 5:14 PM	

[Live Chat](#)

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Support – Go to Knowledge Base

The screenshot displays the Raptor Support Center website. On the left is a sidebar with the Raptor Technologies logo and a 'VISITOR MANAGEMENT' menu containing links to Dashboard, Sign In/Sign Out, Visitors, Volunteers, Reports, and Support. The 'Support' link is highlighted with a red box and an orange arrow. Below the menu is a 'Main Menu' link. The main content area is titled 'Raptor Support Center' and features a heading 'Need Help? Check out the Options Below!'. It contains three columns: 'Community' (with a 'Coming Soon' button), 'Knowledge Base' (with a 'Go to Knowledge Base' button highlighted by a red rectangle), and 'Learning Center' (with a 'Coming Soon' button). Below these are two more sections: 'Downloads & Installs' (with a 'Go to Downloads & Installs' button) and 'Need Supplies?' (with a 'Go to Store' button). At the bottom, there is a 'Remote Assistance' section with a text input field for a '7-Digit Code'.

RAPTOR TECHNOLOGIES

VISITOR MANAGEMENT

- Dashboard
- Sign In/Sign Out
- Visitors
- Volunteers
- Reports
- Support**

← Main Menu

Raptor Support Center

Need Help? Check out the Options Below!

Community

Engage with others to seek advice and share common challenges and successes within our new online community.

RAPTOR COMMUNITY

Coming Soon

Knowledge Base

Explore our product-specific articles and videos to quickly get the information you need on our ever-growing knowledge base.

Go to Knowledge Base

Learning Center

Expand your school safety expertise by enrolling in learning paths and training courses through Raptor University.

Coming Soon

Downloads & Installs

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

Go to Downloads & Installs

Need Supplies?

Purchase additional equipment, replacement items and badges.

Go to Store

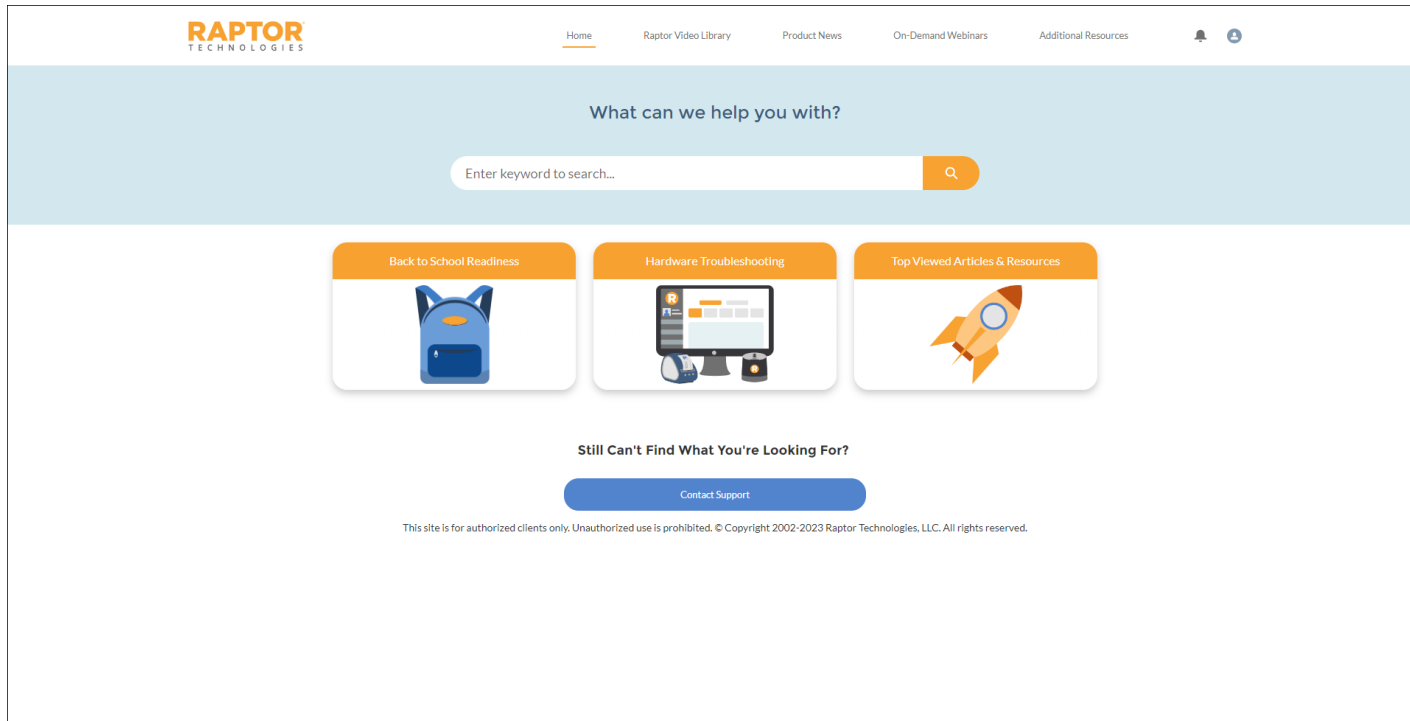
Remote Assistance

Are you on the phone with us right now? Enter the code provided by the support engineer when prompted to start the remote assistance session.

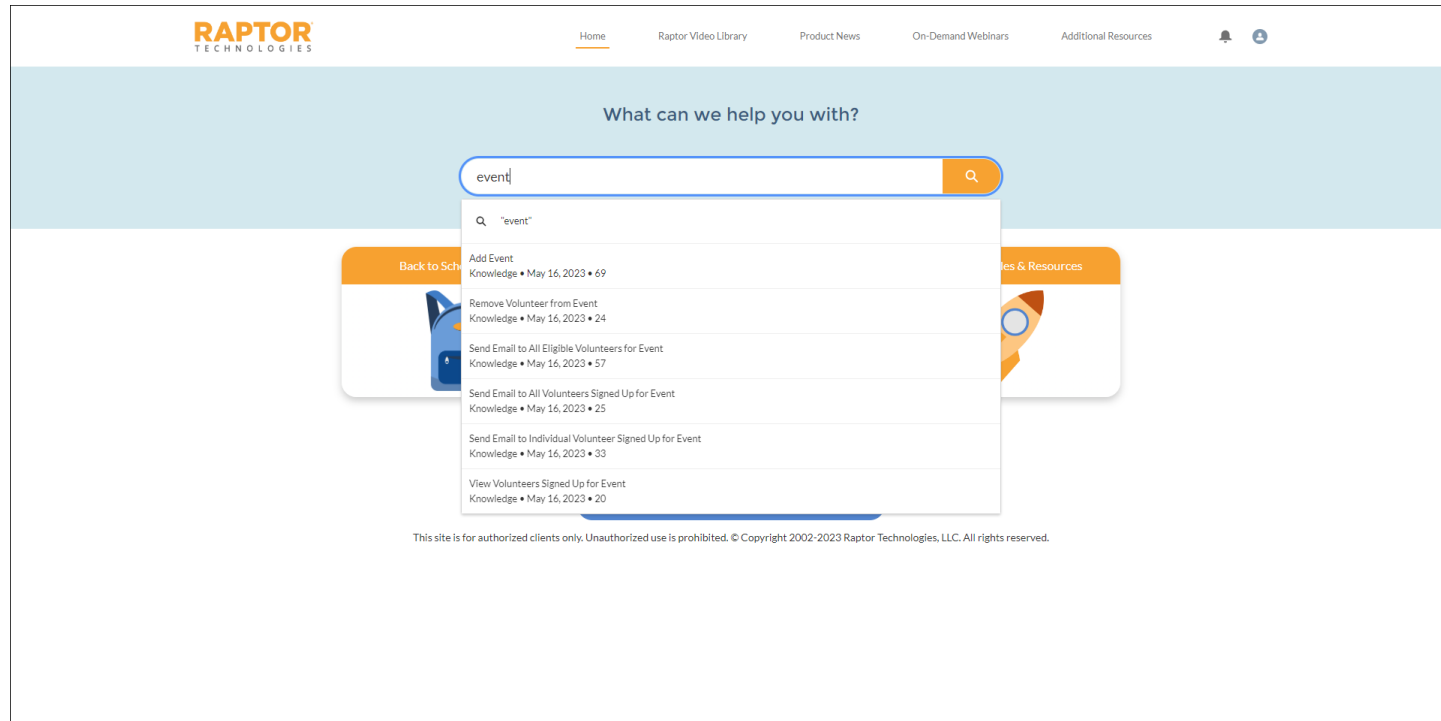
7-Digit Code

Enter your 7-digit code

Raptor Knowledge Base



Raptor Knowledge Base – Search



Foster Grandparent Program



South Florida
Institute on Aging

Sheilynn Carrasco

Youth Services Director



BROWARDSCHOOLS.COM/VOLUNTEER



South Florida *Institute on Aging*

1005 W State Road 84 #435

Fort Lauderdale, FL 33315

www.thesofia.org

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Phone: (954) 484-7117

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AmeriCorps
Seniors



Established 1915

BROWARD
County Public Schools



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

- SoFIA Care Services
- SoFIA Community Services
- SoFIA Youth Services
- SoFIA Tech Services

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

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

Transition to Virtual FGP

- Afterschool with Grandma

Afterschool w/Grandma will begin February 17th from 3:30pm-5:00pm. The first session will be with Mind & Melody, an agency that provides music therapy to children with special or exceptional needs. During the session students and Grandmas will do sing along, learn about instruments, create Rhythm & Tempo and end with a disco dance party.

- Diabetes Prevention Program/Self Management

Holy Cross will be providing a VIRTUAL (ONLINE) Diabetes Prevention Program starting in February. It's a **year long commitment to participate in this program. The classes will count as in-service training and volunteers will receive a stipend for participating.** There will be a total of 26 sessions for the year. There will be 3 groups of 15-18 people in each class and that will meet once a week for the first 16 weeks (March - June) then every other week for two months(June & July). The last 6 months(July - Feb) of the program we meet once a month. Holy-Cross has been sent a list of volunteers that are interested in participating (see attached) it is the same list of volunteers I sent my initial email to. Only volunteers that can do video calls by phone, tablet, laptop or computer using the Zoom app can participate.

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

Cresha Reid – creid@thesofia.org

Youth Services: Foster Grandparent Program Staff

Youth Services Director

Sheilynn Carrasco – scarrasco@thesofia.org

Youth Services Manager

Valencia Tarvin-Stovall – vtarvin-stovall@thesofia.org

Volunteer Awards and Recognition

❖ District-Level Awards

- 2025 Community Involvement Awards
 - Thursday, May 22, 2025
 - Outstanding Volunteer Awards
 - Years of Service Awards
- Hours of Service Award



❖ Florida School Volunteer Appreciation Month National Volunteer Appreciation Month

- April 2025



Closing Remarks



Eric Chisem

Director, Strategic Partnerships



BROWARDSCHOOLS.COM/VOLUNTEER

Important Reminders

- To access the Raptor database - send your name, school and P-number to volunteer@browardschools.com
- Volunteers receive a name tag for each visit
- **Only email volunteers who select your school**
- SVL webpage – browardschools.com/volunteerliaisons
- Level 2 clearance is ONLY for select volunteers such as overnight chaperones and band/athletic coaches



Volunteer Services

- volunteer@browardschools.com
- 754-321-2300

Rachel Robuste

- r.robuste@browardschools.com
- 754-322-6750

Raptor Support

- support@raptortech.com
- 877-772-7867 Ext. 2

Sheillynn Carrasco

- scarrasco@thesofia.org
- 954-484-7117



Broward County Public Schools
Volunteer Services
Office of Strategic Partnerships
You Are Invited



Volunteer Training Webinar

Thursday, September 12, 2024 • 6 – 7 p.m.

BCPS volunteers are invited to join this training webinar, which includes information on using the Volunteer Portal to log hours, view upcoming school events and much more!

Other Upcoming Volunteer Activities:

Employees: Watch your emails for information on a new BCPS Employee Volunteer Initiative, which launches in September.

School Volunteer Liaisons (SVL): Join the SVL Training Webinar Monday, August 26, 2024 at 3:30 p.m.
NOTE: This training is for SVLs ONLY

Live Q & A

For more information and webinar link, contact volunteer@browardschools.com or call 754-321-2300.

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, genetic information, marital status, national origin, race, religion, sex or sexual orientation. The School Board also provides equal access to the Boy Scouts and other designated youth groups. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunity/NADA Compliance Department & District's Equity Coordinator at 754-321-2150 or email eeo@browardschools.com. Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunity/NADA Compliance Department at 754-321-2150 or email eeo@browardschools.com. browardschools.com



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