

# BIG NEWS →

Leon County Schools  
has a  
**NEW ONLINE**  
Volunteer  
Application System!

## It is EASY to do!



**Step 1.** Access the ONLINE Volunteer Application...

**A.** By visiting Leon County Schools website

**[www.leonschools.net](http://www.leonschools.net)**

Click on Volunteer Application in the center of the homepage or....

**B.** Access the ONLINE Volunteer Application by pasting the link below in your internet browser

**<https://volunteers.leonschools.net>**

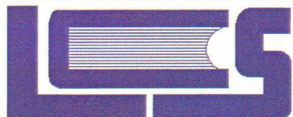
**Step 2.**

Complete your application!

**Step 3.**

Contact your School Volunteer Coordinator in about two weeks if you need assistance in finding great volunteer opportunities at your school!

LEON COUNTY SCHOOLS



Leon County School  
**Volunteers**  
GIVE FROM THE HEART



Dear Raider Nation Family,

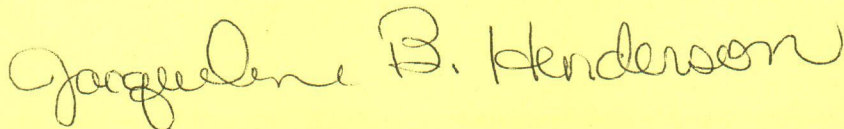
Hello everyone, I am Jacqueline Henderson, James S. Rickards High School's volunteer coordinator for the 2015 – 2016 academic year. I have high hopes and much faith that this school year will inspire all administration, faculty, and staff to reach out and support a dynamic volunteer program for our school, as this will help our students to experience the best year possible.

To capture the success of our volunteer endeavors, we require all of you to help record and document by using the attached "Group Activity Volunteer Report Form". As we progress through the school year, I plan to work with each of you to make this the best year EVER for James S. Rickards High School and its respective scholarly organizations.

There will be an example of a properly completed Volunteer Report Form, along with blank forms for you to make the appropriate number of copies of, in your personal packet. Packets will be given to the designated volunteer coordinators (per each organization group). Once the forms are completed, please ensure that the conclusive volunteer hours are totaled at the bottom of the sheet.

Should you have any questions or concerns please contact me. I can be reached at (850) 414-5593 or (850) 445-6874.

Thank You,

A handwritten signature in cursive script that reads "Jacqueline B. Henderson". The signature is written in dark ink and is positioned above the printed contact information.

Jacqueline Henderson, M.ED.  
Program Manager  
Coordinator Volunteer, Mentor & Business Partners  
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Tallahassee, FL 32301  
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Instructions to the Volunteer Chairman, Teacher or Staff in charge of activity:

This form will help your school document group or large project volunteer hours that are often lost. Please list all the volunteers that helped you with your project. When complete, please turn this form in to your **School Volunteer Coordinator** so they can do their record-keeping. **Special Note:** School Wide Volunteer Hour Reports need to be completed by the School Volunteer Coordinator and sent to the District Volunteer Office on the following schedule: Report #1 — January 20, 2012      Report #2 — June 1, 2012

[illegible]

Total Volunteer Hours for Page 35.0