

Dear CWE volunteers

Thank you so much for your willingness to help out at **Commonwealth Elementary** this year and submitting your Volunteer Information Sheet!

To enhance security and your privacy, the District has instituted a new program this year - WinOcular. Each volunteer is asked to register online annually.

To complete the registration process,

1. Go to: www.fortbendisd.com
2. Click on **Be a Volunteer** from the left hand side of the screen.
3. Click on **Criminal History Checks** on the right hand side of the screen.
4. Click on *Online Volunteer Registration, Register Here*.

The public library, District office and the **CWE** library have computers available should you not have access to the internet. We will also try to have a computer available at VIPS Coffee (FSMS—September 10, 9—10AM or CWE—September 11, 8:35—10AM)

In the future, we will no longer accept the paper copy of the Criminal History Authorization Form.

Finally, whenever you are on campus to volunteer, please make sure you check in at the front office and obtain a "Volunteer" badge and not a "Visitor" badge. This helps to keep track of how many hours our parents spend volunteering at the school. You may be asked to present your driver's license when checking in.

For volunteer hours *outside* of school, be sure to log into: <https://www.v-volunteer.com/> to log in your hours. The school does not actually received money for VIP hours. The hours contribute to the overall number of volunteer hours for the district which do reflect community involvement in our schools. Additionally, most grant proposals require an accounting of community involvement in the school and therefore, having VIP hours collected makes grant writing for your campus much easier. We also use the collection and recording of hours as input for the determination of the VIPs of the Month and the VIPS of the Year selection. Any money that comes to the school as a result of volunteer hours is indirect.

Once again, thank you for your willingness to participate. I am sure it will be another great year at **CWE!**

If you have any questions, please do not hesitate to contact your VIP Coordinators:

CWE—Deepali Gudivaka (deepali_gudivaka@yahoo.com) or Sapurah Lashari (sapurah21@yahoo.com)