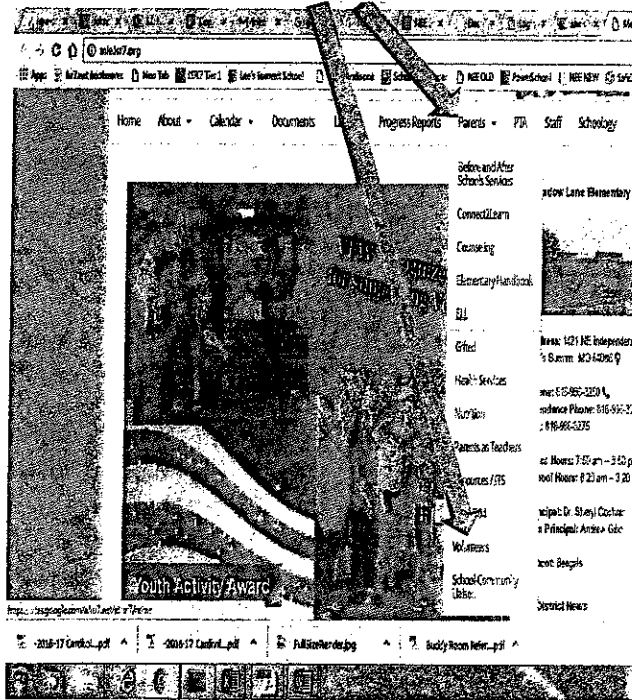


Volunteer Process Checklist

1. At least 10 business days in advance, you should complete the volunteer training under the parent ribbon on MLE's webpage.



2. In the above volunteer training, you will be given access to print a district background check form. If you can't print the form you may request one from MLE's front office in person.
3. Present the completed background check form to the MLE front office along with your driver's license or a government issued ID.
4. The background check form and a copy of your ID will be sent to the district office.
5. After 10 days, you can check back with the front office, or your child's teacher to see if you have been approved to volunteer.