

MANCHESTER LOCAL SCHOOL DISTRICT

Nick Roberts  
Superintendent



Melinda Horsley  
Treasurer

2025-2026  
MLSD VOLUNTEER APPLICATION

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Email: \_\_\_\_\_

**\*Please be advised that a new application must be completed each year that you volunteer. This application only covers the current school year\***

**Please answer the following questions for consideration as a volunteer:**

1. Which Building Are You Volunteering for: \_\_\_\_\_ Elementary \_\_\_\_\_ High School

**Activity (Please check all that apply):**

\_\_\_\_\_ Building Aide \_\_\_\_\_ Chaperone \_\_\_\_\_ Athletics (HS)\*

\_\_\_\_\_ Student Tutor \_\_\_\_\_ Other

**\*Athletic Volunteers must complete the following certifications and courses and provide copies to MLSD prior to Board Approval: ODE&W Pupil Activity Permit & Coaches' Tool Chest' Training which includes:**

***\*First Aid, \*CPR, \*AED training, \*Coaching Fundamentals, \*Mental Health Training***

2. Have you ever pleaded "guilty" or "no contest" or been "convicted" of a misdemeanor or felony violation of laws relating to child endangerment, child neglect, child abuse, child molestation, rape or any other violation related to children? \_\_\_\_\_ YES \_\_\_\_\_ NO

***If you answered "yes" to the above question, please give a detailed explanation on the back of this form.***

3. Have you had a criminal background check within the past year? \_\_\_\_\_ YES \_\_\_\_\_ NO

***You are hereby informed that all volunteers are subject to a BCI & FBI criminal background record check as permitted by Am. Sub. S.B. 187. You must schedule with MLSD or provide MLSD a copy prior to Board approval. There will be no exceptions.***

Volunteer Signature \_\_\_\_\_

Date of Signature \_\_\_\_\_

***Applicant, do not write below this line - For Administrative review***

This volunteer is \_\_\_\_\_ recommended \_\_\_\_\_ not recommended for the activities listed.

Administrative Signature \_\_\_\_\_

Date \_\_\_\_\_

Board of Education \_\_\_\_\_

Approval Date \_\_\_\_\_

**Board of Education**

Troy D. Thatcher, President  
Owen Applegate, Vice-President  
Dave McFarland  
Megan Fuson  
Joel Hanson

**Manchester Local School District Central Office**

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F: 937-549-4744  
[www.mlzd.us](http://www.mlzd.us)

**Administration**

Caroline Grooms-Lowe, Dir. State & Fed.  
Programs, Transportation Super, Testing Coord.  
Jessica D. Leonard, Assistant Treasurer  
Ma'ry'e A. Kinhalt, Administrative Assistant  
Tina Osman, EMIS

Misdemeanor or Felony Explanation(s) from page (1) number (2):

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