



SHOREWOOD RECREATION & COMMUNITY SERVICES DEPARTMENT

SCHOOL DISTRICT OF SHOREWOOD

1701 E. Capitol Drive

## District Volunteer Program

The Shorewood School District relies heavily on a strong group of dedicated parent and community volunteers. The District's Volunteer Program is managed through an online database, referred to as VicNet. Anyone who will be working directly with students must have an active application on file. Approved volunteers need to reapply every two years. If you are not an approved volunteer, you must submit an application before you begin volunteering. Please allow at least five business days for your application to be processed.

Applications and more information can be found online at [www.shorewoodschools.org](http://www.shorewoodschools.org) and clicking on the "Family Resources" tab, then clicking on "Volunteering."

After you have an account, you can sign up for available volunteer opportunities, plus you can track your hours. Please remember to periodically go on your account to log your hours. This gives the District more accurate information about who is volunteering in our schools and when. We also use this information to recognize and thank volunteers for their hours of service.

District employees have access to the list of approved volunteers. If you have any questions or concerns, please contact Megan Phalin at the Recreation Department at 414-963-6913 x 4 or [mphalin@shorewood.k12.wi.us](mailto:mphalin@shorewood.k12.wi.us).

