

Houston Independent School District



Volunteers in Public Schools Program

2013 – 2014

VIPS Registration & Annual Criminal Background Check Procedures

Effective Friday, July 19, 2013:

All volunteers with a **CLEARED to Volunteer** status for the 2012– 2013 school year will be put in **INACTIVE** status for the 2013 – 2014 school year until their photo identification is presented again to the school's VIPS coordinator for resubmission for the annual criminal background check for the new school year. Volunteers with an **INACTIVE** status will not need to register again for a VIPS online account, but will still need to present photo identification to the school's VIPS coordinator for the new school year.

Please note that volunteers cleared at any time prior to the July 19th effective date (even those recently cleared), will still need to follow the above-referenced process and go through another background check before volunteering for the 2013 - 2014 school year.

Any volunteer who registered during the 2012 – 2013 school year but did not show proof of identification to the school's VIPS Coordinator will be deleted from the volunteer database. All deleted volunteers will be considered new volunteers and will need to register as new VIPS account users online at www.houstonisd.org/vips, followed by showing acceptable identification to the school's VIPS Coordinator to be submitted for the annual criminal background check for the VIPS Program for the 2013 – 2014 school year.

Volunteers should contact the school's VIPS coordinator to find out the status of their background check as well as to learn about volunteer opportunities available at that campus.