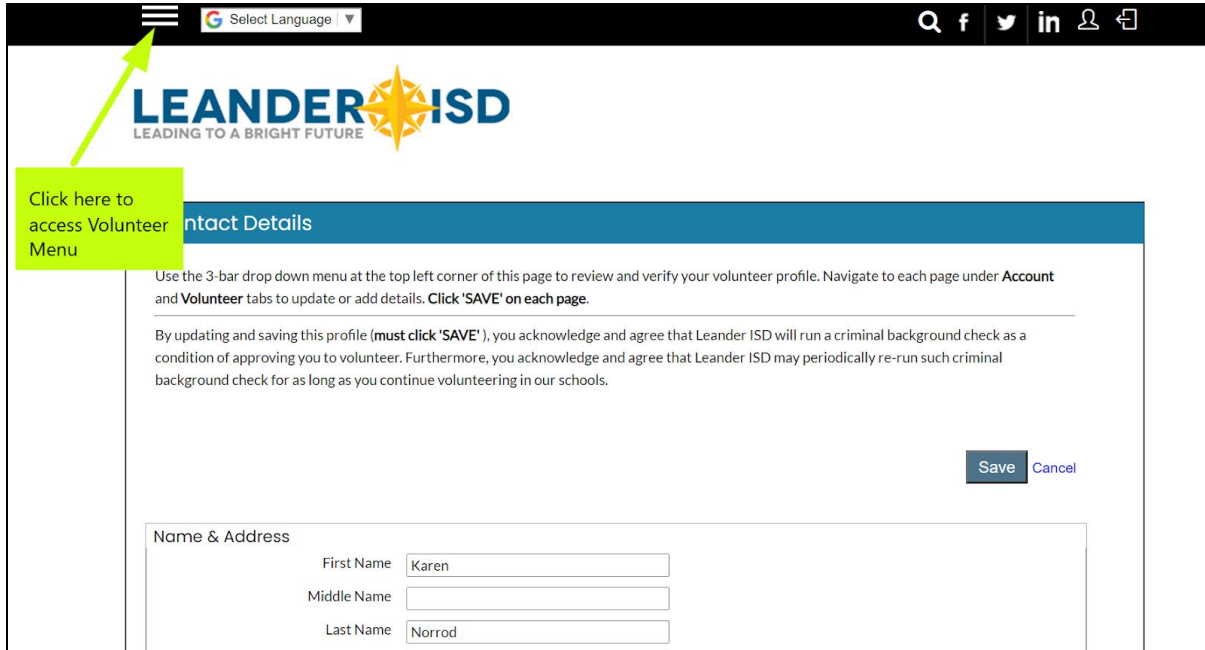
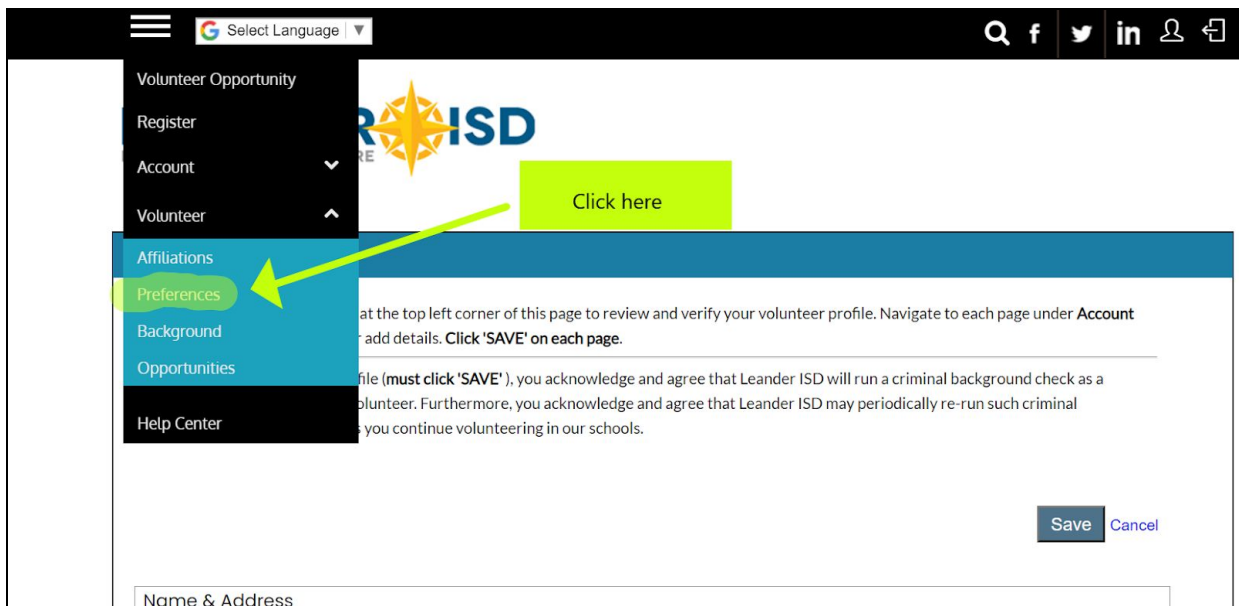


Step 1: Click the [EZvolunteer Sign-in](#) link. This will take you to the volunteer website for LISD. If you are a returning volunteer to LISD, please sign in. If you are a new volunteer to LISD, please set up an account.

Step 2: After signing in, click on the three white lines in the upper left corner to access a drop down menu. Click the white arrow next to volunteer to open the volunteer menu.



Once it's open, please select Preferences. These options will be available to you when you're signed in, and after you update your information (returning volunteer) or enter your information (new volunteer).



Step 3: Select Vandegrift High School and Leander ISD central office in the Preferred Location section (and any other school at which you wish to volunteer) and medical trained chaperone in the Preferred Opportunities types (and any other volunteer positions you are interested in). Please make sure to click “save” to lock in your preferences.

LEANDER ISD
LEADING TO A BRIGHT FUTURE

Preferences

[Save](#) [Cancel](#)

Preferred Location
Choose all locations where you would like to volunteer, including your registered location.

3 selected

Filter: Enter keywords Check all Uncheck all

- Stiles Middle School
- Vandegrift High School
- Vista Ridge High School
- Westside Elementary
- Whitestone Elementary
- Wiley Middle School

Preferred Opportunities Types
Choose the type of activities you want to volunteer at your selected locations.

11 selected

Filter: Enter keywords Check all Uncheck all

- weanesday riders
- Yearbook
- *Miscellaneous
- Medical Trained Chaperone
- Clothes Closet
- Destination Imagination

Additional Skills
Please list any other languages you speak or technical skills you can share as a volunteer.

Step 4: Upon saving, click again on the three white lines and select opportunities under the volunteer tab. Medical chaperone will show up under available opportunities. Select it and click 'Sign Up.' This will allow you to access the forms necessary for training. If you want to complete the forms up later, you can come back to the Opportunities screen and access the forms as shown in this image.

The screenshot shows the LEANDER ISD Opportunities page. At the top, there is a navigation bar with a hamburger menu, a language selector, and social media icons. The main header displays the LEANDER ISD logo and the tagline 'LEADING TO A BRIGHT FUTURE'. Below the header, there is a section titled 'Opportunities' with two sub-sections: 'Available Opportunities' and 'Matched Opportunities'. The 'Available Opportunities' section is currently empty, showing 'No data available in table'. The 'Matched Opportunities' section contains a table with the following data:

Name	Location	Starts	Hours	Coordinator	Form
Off-Campus Medication/Confidentiality Chaperone Tr	*Leander ISD Central Office	7/9/2020	0.5	Cristin Wicketts	

A yellow callout box with the text 'Click Here to access training' has an arrow pointing to the 'Form' icon in the first row of the 'Matched Opportunities' table. Below the table, there are navigation buttons: 'First', 'Previous', 'Next', and 'Last'. A 'Show 10 entries' dropdown is also visible.

Step 5: Complete the online presentation, the skills check, and print out/sign/scan the Confidentiality and Security Agreement. It needs to be returned to Cristin Wicketts and Kim Whitt to be cleared as a medication trained chaperone.

The screenshot shows the 'Off-Campus Event Medication Administration/Confidentiality Trained Chaperone' training page. The page has a blue header with the title. Below the header, there is a paragraph of introductory text: 'Hello! This training is now being offered virtual and on demand. In order to be "cleared" the training PowerPoint must be viewed in its entirety, along with a signed Confidentiality Agreement and completed Knowledge Check received by Cristin Wicketts and/or Kim Whitt for any chaperone to be considered completed and cleared. Please use the links below to complete your training. At this time, the Confidentiality form must be printed, signed and scanned to cristin.wicketts@leanderisd.org & kim.whitt@leanderisd.org'. Below the text, there are three links: 'Medication/Chaperone Virtual Training PowerPoint with audio', 'Confidentiality and Security Agreement/HIPAA', and 'Knowledge Check'. At the bottom of the page, there is a form with a label '* Pick Training Date' and a dropdown menu currently showing 'Null'. Below the form, there are three buttons: 'Submit', 'Cancel', and 'Start Over'.