

VIPS Registration, Raptor, & Reporting Your Time

Volunteers: Parent, Grandparent, or Legal Guardian

If you are the parent, grandparent or legal guardian of a student enrolled in the CFISD School where you wish to volunteer, please register with the district by following the steps below. All other volunteers must complete an application, consent to a criminal history background check, and be approved first by CFISD as a VIPS Global Volunteer.

1. Creating a Volunteer Portal Account (www.cfisd.net/en/parents-students/parent-involvement/volunteer)
 - a. To volunteer at the school, you must create a CFISD Volunteer profile/account at www.cfisd.net/www.cfisd.net/en/parents-students/parent-involvement/volunteer
 - b. Please create your profile with the SAME name as appears on the photo ID you'll be using to check-in; otherwise, the names will not match when your ID is scanned at the school.
 - c. If you have any problems creating a Volunteer account or logging in hours, please contact Brittany Gutierrez at 281-894-3949.
2. Confirm and/or record your hours on the CFISD Raptor Volunteer Portal
 - a. When you check in as a volunteer at the school, your badge should say "volunteer". If it does, your time SHOULD automatically be entered into the system for you. Hours worked outside of school or when your sticker says "visitor" will need to be recorded manually in Raptor.
 - b. Hours volunteered and the number of volunteers we have are submitted to the District - this includes committee meetings, PTO meetings, being a parent reader in a classroom, volunteering at our events (on & off campus), etc... This gives Pope the opportunity to be considered for special projects through the District and to be eligible to receive grants.
 - c. A record of your volunteer hours is of vital importance to the school where you volunteer and to the district. Please remember to document all your volunteer hours in the Raptor Volunteer Portal. All volunteers who have recorded at least one volunteer hour in the current school year will receive an invitation to the annual VIPS Appreciation Luncheon.