
DESCRIPTOR TERM:

District 370 Policy
File Code: 1.50

School Board Governance and Operations

Background Checks/Fingerprinting

1996 9-9-96
Amended & Adopted 1999 12-13-99

Purpose:

The 1996 legislature mandated that all school district employees and applicants for certificates who have been in a school district five years or less must have a criminal history check including fingerprinting.

Full and part-time certified and classified staff:

The cost of background checks for these employees will be paid by the school district.

Substitute employees:

The cost of background checks for substitutes will be paid by the school district. Fingerprinting must be done prior to receiving first paycheck from the district.

Contractors, officials and volunteers:

These individuals need not go through the background check procedure, but they must register with the office of the respective buildings in which they are working/volunteering. This registration will consist of the person signing their name, address and phone number on a sheet kept in the office for that purpose.