

REWRITTEN

5:260

**Professional Personnel**

**Student Teachers**

*Executive Director*  
The Superintendent is authorized to accept students from university-approved teacher-training programs to do student teaching in the District. *Commuter* Prior to a student teacher beginning any field experiences in the District, the Superintendent or designee will ensure that the District performs a complete criminal history records check pursuant to 105 ILCS 5/10-21.9; i.e. *Commuter* background check or background investigation.

A complete criminal history records check pursuant to 105 ILCS 5/10-21.9 shall include:

1. Fingerprint-based checks through (a) the Illinois State Police (ISP) for criminal history records information (CHRI) pursuant to the Uniform Conviction Information Act (20 ILCS 2635/1), and (b) the FBI national crime information databases pursuant to the Adam Walsh Child Protection and Safety Act (P.L. 109-248);
2. A check of the Illinois Sex Offender Registry (see the Sex Offender Community Notification Law (730 ILCS 152/101 et seq.); and
3. A check of the Illinois Murderer and Violent Offender Against Youth Registry (Murderer and Violent Offender Against Youth Community Notification Law (730 ILCS 154/75-105, amended by 97-154).

Each student teacher must provide written authorization for, and pay the costs of, his or her criminal history records check (including any applicable vendor's fees), and the Superintendent or designee will provide each student teacher with a copy of his or her report. *Executive Director*

**Assignment**

*Executive Director*  
The Superintendent or designee shall be responsible for coordinating placements of all student teachers within the District. *Commuter* Student teachers should be assigned to supervising teachers whose qualifications are acceptable to the District and the students' respective colleges or universities. A teacher may be eligible for Continuing Professional Development Units (CPDU) for supervising a student teacher or teacher education candidate in clinical supervision.

LEGAL REF.: Adam Walsh Child Protection and Safety Act, P.L. 109-248.  
Uniform Conviction Information Act, 20 ILCS 2635/1.  
105 ILCS 5/21-14(e)(3)(E)(viii) and 5/10-22.34.  
23 Ill.Admin.Code § 25.875.

CROSS REF.: 5:190 (Teacher Qualifications)

ADOPTED:

Compare to current district policy 5:260, or consider adding to your manual if it is not now included.

**Comment [AKL1]:** This policy is rewritten in response to ISBE's non-regulatory guidance document. It now lists the exact components of a complete criminal history records check, makes it clear that it is the district's responsibility to do the check, and puts the responsibility for payment in the hands of the student teacher.

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