



Book	Policy Manual
Section	4000 Support Staff
Title	REVISED POLICY - VOL. 17, NO. 2 - CRIMINAL BACKGROUND AND EMPLOYMENT HISTORY CHECKS
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### **REVISED POLICY - VOL. 17, NO. 2**

**[NOTE: Impact bargaining may be necessary if optional choice herein are selected.]**

#### **4121.01 - CRIMINAL BACKGROUND AND EMPLOYMENT HISTORY CHECKS**

The safety of its students is of paramount importance to the District. Consistent with this concern for student safety, and in compliance with Florida law, the District requires that, prior to initial employment or re-employment if there has been a break in service, all candidates for all positions shall be subject to a criminal background check to determine eligibility for employment.

The application for employment shall inform the applicants that they are subject to criminal background (  ) and employment history [End Option] checks.

The cost of the background screening related to initial employment or re-employment after a break in service will be borne by the

(  ) School Board.

(  ) candidate for employment.

Fingerprints of candidates for employment or re-employment if there has been a break in service shall be submitted to the Florida Department of Law Enforcement (FDLE) for Statewide criminal and juvenile records checks and to the Federal Bureau of Investigation (FBI) for Federal criminal records checks.

A person who is found ineligible for employment under F.S. 1012.315, or otherwise found through background screening to have been convicted of any crime involving moral turpitude as defined by rule of the State Board of Education, shall not be employed, engaged to provide services, or serve in [ X any position ] any position that requires direct contact with students. ] For purposes of this policy, "convicted" means that there has been a determination of guilt as a result of a trial or the entry of a plea of guilty or nolo contendere, regardless of whether adjudication is withheld, and includes an adjudication of delinquency of a juvenile as specified in F.S. 943.0435.

~~A person who is found through background screening to have been convicted of any crime involving moral turpitude as defined by rule of the State Board of Education ( - ), or otherwise found ineligible for employment under F.S. 1012.315, [End Option] shall not be employed ( - ) in any position that requires direct contact with students [End Option].~~

~~[DRAFTING NOTE: Regarding the options in the paragraph above, we have added an option for the Board to adopt a more stringent hiring standard than that which is currently mandated by Florida law. Current Florida law limits the automatic exclusion from employment to those individuals who would have direct contact with students. If the School Board opts to adopt the more stringent standard, we recommend also adopting the option that defines the term "convicted" to make clear that even if adjudication is withheld, an individual would still be excluded from consideration for employment.]~~

Probationary persons subject to this section who are terminated because of their criminal record have the right to appeal such decisions.

Individuals whose fingerprints have not been retained by the FDLE must be re-fingerprinted and re-screened upon re-employment or re-engagement to provide service as a support staff member ( ~~- ) that has direct contact with students in order to comply with the law [End Option].~~

[  ] Furthermore, before employment support staff in any position ( ~~- ) that requires direct contact with students, [End Option] the Superintendent shall conduct employment history checks of each of the candidate's previous employer(s), and document the findings. If unable to contact (a) previous employer(s), the Superintendent shall document efforts to contact the employer.~~

[  ] All support staff members employed by the District must self-report arrests for serious offenses (see AP 4121.01).

Additionally, the fingerprints of all support staff members who are employed by the District and have no break in service must be re-submitted to the FDLE and to the FBI every five (5) years so that subsequent Statewide criminal and juvenile records checks and Federal criminal records checks can be

completed as required by law.

The cost of this subsequent background screening will be borne by the

Board.

employee.

The information contained in reports received from the FDLE and the FBI is confidential.

Pursuant to State law, the District will, however, share information received as a result of the criminal background check with other school districts.

Although permissible by State law, the District will not share information received as the result of the criminal history background check with other school districts.

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Legal

[F.S. 435.09](#)

[F.S. 943.0435](#)

[F.S. 943.0585\(4\)\(a\)](#)

[F.S. 943.059\(4\)\(a\)](#)

[F.S. 1001.10\(5\)](#)

[F.S. 1001.41](#)

[F.S. 1001.42](#)

[F.S. 1012.27\(6\)](#)

[F.S. 1012.315](#)

[F.S. 1012.32](#)

[F.S. 1012.56](#)

[F.A.C. 6A-10.083](#)

Cross References

[ap4121.01 - CRIMINAL BACKGROUND AND EMPLOYMENT](#)

Last Modified by Sam Stalnaker on August 6, 2018