

Clackamas Education Service District

Code: **GCDA/GDDA**
Adopted: 05/20/09

Criminal Records Checks/Fingerprinting

All employees, as required by law, including those individuals contracting with CESD and their employees, who have direct, unsupervised contact with students shall be required to submit to a nationwide criminal records check and fingerprinting.

The Board may require an Oregon criminal history check for screening applicants for employment or other individuals considered for use as volunteers for CESD who have direct, unsupervised contact with students.

CESD shall begin the employment of a contractor or nonlicensed employee or begin the service of a volunteer on a temporary basis, pending the return and disposition of such checks.

An individual who has failed to disclose the presence of criminal convictions that would not otherwise prevent his/her employment with CESD as provided by law will not be allowed to recertify with the Oregon Department of Education (ODE).

Criminal records checks and fingerprinting fees as required by the Teacher Standards and Practices Commission shall be paid by the individual. Fees as required by ODE for individuals currently employed by CESD shall be paid by CESD. Fees as required by ODE for all other individuals subject to such checks and/or fingerprinting shall be paid by CESD. Substitute and short-term temporary employee fees shall be paid by the individual; fees shall be reimbursed after 20 days worked. Temporary professional employee and contractor fees shall also be paid by the individual.

The superintendent is directed to develop administrative regulations to meet the requirements of applicable Oregon Revised Statutes and Oregon Administrative Rules.

END OF POLICY

Legal Reference(s):

[ORS 181.525](#)
[ORS 181.555](#)
[ORS 183.413 - 183.470](#)
[ORS 326.603](#)
[ORS 326.607](#)
[ORS 336.631](#)
[ORS 338.115](#)

[ORS 342.127](#)
[ORS 342.223 to-342.232](#)
[ORS 342.143](#)

[OAR 581-021-0500](#)
[OAR 581-022-1730](#)
[OAR 584-036-0062](#)