

Nyssa School District 26

Code: **GCDA/GDDA**
Adopted: 6/11/01
Readopted: 10/13/08
Orig. Code(s): 3-0615

Criminal Records Checks/Fingerprinting

In a continuing effort to further ensure the safety and welfare of students and staff, the district shall require criminal records checks and fingerprinting of all employees and others having direct, unsupervised contact with students as required by law.

Accordingly, all newly licensed educators and those applying for reinstatement of a license that has expired for more than three years shall submit to a nationwide criminal records check and fingerprinting in accordance with rules established by the Teacher Standards and Practices Commission.

Additionally, all newly hired employees not requiring licensure as a teacher, administrator, personnel specialist or school nurse and hired into a position having direct, unsupervised contact with students shall submit to a nationwide criminal records check and fingerprinting in accordance with rules established by the Oregon Department of Education. Individuals hired as a district contractor into such positions shall also be required to submit to such checks. All individuals registering with the Teacher Standards and Practices Commission (TSPC) for student teaching, practicum or internship as a teacher, administrator or personnel specialist shall also be required to submit to such checks.

The district shall begin the employment of an individual or terms of a district contractor on a probationary basis pending the return and disposition of such checks. Individuals refusing consent for a criminal records check and/or fingerprinting shall be terminated from employment or contract status immediately. Fingerprint collection shall not take place prior to acceptance of an offer of employment or contract.

All those subject to criminal records checks and fingerprinting shall be notified in writing. Notice will include a statement that all offers of employment are contingent upon the results of such checks and that any resulting action taken by the district may be appealed to the Oregon Department of Education.

The superintendent shall notify individuals in writing who have made a false statement as to conviction of a crime or have been convicted of crimes prohibiting employment in the district. Notification will include a statement of termination.

Criminal record checks and fingerprinting fees shall be paid by the individual. Employees may request criminal record checks fees be withheld from the paycheck. Such fees may be deducted only upon the request of the individual.

The superintendent shall implement a procedure which ensures the integrity of the fingerprint collection and prevent any possible compromise of the process. The superintendent will develop administrative regulations.

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 342.143](#)

[ORS 342.223](#) - 342.232

HB 2047 (2007)

[OAR 581-022-1730](#)

[OAR 584-036-0062](#)