

**Willamette Education
Service District**

Code: **GCDA/GDDA**
Adopted: 7/8/03
Readopted: 7/12/05; 8/12/08; 1/26/10;
6/22/10

Criminal Records Checks/Fingerprinting

All newly hired employees shall be required to submit to a nationwide criminal records check including fingerprinting. Individuals contracting with the district and their employees, who have direct, unsupervised contact with students, shall also be required to submit to a nationwide criminal records check including fingerprinting.

The Board will require an Oregon criminal history check for other individuals considered for use as volunteers for the district who have direct, unsupervised contact with students.

The district may begin the employment of an individual, volunteer service or terms of an ESD contractor on a probationary 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 the district as provided by law may be employed or contracted with the district.

Criminal records checks and fingerprinting fees as required shall be paid by the individual.

Employees not requiring licensure may request that the required fees be withheld from the employee's paycheck. Such fees may be deducted only upon the request of 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 181.539\(5\)\(d\)](#)
[ORS 181.555](#)
[ORS 183.413 to-183.470](#)
[ORS 326.603](#)
[ORS 326.607](#)

[ORS 336.631](#)
[ORS 338.115](#)
[ORS 342.127](#)
[ORS 342.143](#)
[ORS 342.223 -to342.232](#)

[OAR 414-061-0010](#)
[OAR 581-022-1730](#)
[OAR 584-036-0062](#)
SB 46 (2009)