

1 Joint School District No. 2, Meridian

2
3 STAFF PERSONNEL

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5 Series 400

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7 Policy Title Fingerprinting/Criminal Code No. 403.56
8 Records Check
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11 All employees hired by Joint School District No. 2 on or after July 1, 1991 shall be required
12 to submit to Federal Bureau of Investigation and Idaho State Department of Education
13 criminal background history records (hereafter "Reports") and fingerprinting.

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15 The district shall begin the employment of an individual on a probationary basis pending the
16 return and disposition of such Reports.

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18 Fees for the fingerprinting/criminal records Reports as required by Idaho Code 33-512,
19 Governance of Schools, shall be paid by the individual.

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21 All district employees hired on or after July 1, 1991 may request that the required fees be
22 withheld from their paycheck. Such fees may be deducted only upon the individual signing
23 a consent form authorizing the district to deduct the fees from their paycheck.

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25 Any individual required to submit to fingerprinting and criminal records check and in
26 accordance with state statutes who refuses or fails to submit to fingerprinting and consent to
27 the check shall be immediately terminated from employment or consideration of
28 employment.

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30 Classified Personnel:

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32 The State Department of Education will notify the district if they receive a Report for a
33 classified employee and provide the district, and the employee, with a copy of the same.
34 Upon recommendation of the administration, the board of trustees will evaluate and make a
35 decision as to whether the classified employee will continue as a district employee or be
36 terminated based upon district policy.

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38 Certified Personnel:

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40 Certified staff members will be notified by the State Department of Education and the district
41 will be notified of a pending decision. Although the State Department of Education does not
42 provide the district with the Report for certified personnel, the Professional Standards
43 Commission will determine continued eligibility for employment and will notify the district of
44 that determination.

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51 Date of Revision:
52 04/14/97

Legal Reference: Code of Idaho
33-130, 33-512