

CRIMINAL HISTORY RECORD SCREENING PROCEDURES & ADJUDICATION FOR TEACHERS

The process for teachers to be fingerprinted is contained in DBAA-AR.

Criminal history records are confidential. Only the district adjudicator is authorized to review them. The District designates Business Manager and Superintendent to serve as the adjudicator of teachers' criminal history records.

The adjudicator shall advise applicants that the procedure for obtaining, correcting, or updating federal criminal history records is contained in 28 CFR 16.34. Before determining if an applicant passed or failed the criminal history record check, the adjudicator shall give the applicant a reasonable time to correct and/or complete his/her criminal history record or decline to do so.

The adjudicator will deem a teaching applicant to have failed the criminal history record check if the applicant has been charged with:

- A felony
- Sexual offense (NDCC 15.1-13-26)
- Crime against a child (NDCC 15.1-13-26)
- Any other offense involving a child victim
- Any other crime that the adjudicator has reason to believe poses a safety risk to district students, staff, or operations or could substantially disrupt district operations

End of McClusky School District #19 Exhibit DBAC-E2