

Policies of the Board of Education

Series 500: Personnel

**INTERMITTENT CRIMINAL BACKGROUND CHECKS FOR NON-LICENSED
EMPLOYEES**

541.1

All non-licensed district employees shall be subject to criminal background checks every three (school) years. Conviction records shall not be used or considered in making employment decisions unless the convictions are substantially related to the circumstances of the particular job.

Licensed employees are subject to criminal background checks by the Department of Public Instruction as part of the licensure and license renewal process.

Adopted: August 2010