

APPLICANT'S CERTIFICATION & RELEASE OF LIABILITY:

I, the undersigned applicant/employee certify that I hereby expressly authorize the Board of Education, its agents, and its employees to make any investigation of my personal or employment history, expressly including, but not limited to, federal and/or state criminal, law enforcement, or traffic records, which may include confirmation by fingerprint identification. I further authorize any former employer, person, firm, corporation, credit agency, administration body, or governmental agency to give the Board of Education, or its agents, or its employees any information they may have regarding me. In consideration of the review of my employment application by the Board of Education, its members, officers, agents, or its employees, I hereby release the Board of Education to which this application is submitted and any and all providers of information to whom this release is sent, from any liability as a result of furnishing or receiving this information. If employed, I further authorize this Board of Education or its agents to provide information about my employment in this school system to future employers or prospective employers. I authorize persons to whom an exact copy of this release is presented to rely on the copy as if it were a signed original.

As Employees of the Asheville City Schools, all staff members are expected to observe and obey all laws and ordinances, in addition to all policies and procedures of the Board of Education.

_____ *** Please initial

All applicants and conditional employees who have already submitted their application, and current, unconditional employees must notify the Executive Director for Human Resources if they are charged with, arrested or convicted of a criminal offense (including entering a plea of guilty, a plea of no contest or *nolo contendere*, prayer for judgment continued, or deferred prosecution) other than a minor traffic violation (i.e., speeding, parking or a lesser violation). Notice must be in writing, must include all pertinent facts and must be delivered to the Executive Director for Human Resources no later than the next scheduled business day following the arrest, charge or conviction, unless the applicant or employee is hospitalized and/or incarcerated (in jail), in which case the applicant or employee must report the alleged violation within 24 hours after his/her release.)

Upon judicial action in the matter, the applicant or employee must report the disposition and pertinent facts, in writing to Executive Director for Human Resources no later than the next scheduled business day following adjudication. Applicants and current employees who have been charged with or convicted of driving while impaired or driving with a revoked license must immediately notify the Executive Director for Human Resources. Failure to make a timely disclosure of a criminal arrest charge, or disposition will result in disciplinary consequences.

A criminal records check also may be conducted on an individual, random, or rotating basis of annually rehired and current employees (including substitutes), as well as on independent contractors and volunteers whose services involve contact with students. Criminal history checks must be conducted in accordance with Federal and state law and any procedures established by the Superintendent.

I have read the information contained in the application carefully and certify that the information I have given is correct and complete. I understand that if I am employed, false statements on this application shall be considered sufficient cause for dismissal. I also understand that the application, references, and other employment-related information become property of the local school system and are classified as confidential information.

I understand that in compliance with the Immigration Reform and Control Act of 1986, the Board of Education will employ only United States citizens and aliens lawfully authorized to work in the United States. Upon employment, acceptable authorization and identification documents may be required. I understand that any offer of employment is conditional upon the receipt by the Board of Education of an acceptable criminal history check pursuant to authorization above.

Signature: _____ Date: _____

Print name: _____