



# VOLUNTEER BACKGROUND CHECK

## 2025-2026: PreK – 12<sup>th</sup> grade

**Full Legal Name:** \_\_\_\_\_  
Last Name First Name Middle Name

**Other/Maiden Name(s):** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_ **Legal Gender:** \_\_\_\_\_

**Race:** \_\_\_\_\_ White \_\_\_\_\_ Black \_\_\_\_\_ Asian/Pacific Islander \_\_\_\_\_ American Indian/Alaskan Native  
\_\_\_\_\_ Other/Unknown

**Have you ever pleaded guilty or been convicted of a felony in a state or federal court?**

\_\_\_\_\_ Yes \_\_\_\_\_ No

**Have you ever pleaded guilty or been convicted of a misdemeanor in a state or federal court?**

\_\_\_\_\_ Yes \_\_\_\_\_ No

**Are you the subject of a current criminal investigation or have pending charges against you?**

\_\_\_\_\_ Yes \_\_\_\_\_ No

**Address:** \_\_\_\_\_

**City, State, Zip:** \_\_\_\_\_

**Phone (H/C):** \_\_\_\_\_ **(W):** \_\_\_\_\_

**School:** \_\_\_\_\_ KCLH \_\_\_\_\_ DISCOVERY \_\_\_\_\_ EXPLORER \_\_\_\_\_ WMS \_\_\_\_\_ WHS  
Please check all that apply.

**Signature**

**Date**

Your signature represents an acknowledgment that your statements are true and authorizes Williamston Community Schools to conduct a name-based background check through ICHAT.

- Completed forms can be submitted to Rachel Foster at fosterr@gowcs.net for processing. Please allow up to 5 business days for processing.

**WCS Board Policy 9230 School Volunteers:** The District may lawfully require a volunteer to complete an application and consent to a background check as described in Policy 5430.

**WCS Board Policy 5430 Hiring and Background Checks (E):** People who volunteer on a non-regular basis must undergo a criminal record check as mandated by the State of Michigan (I.C.H.A.T.) and a Public Sex Offenders Registry (PSOR) check.

Whenever a determination is made that the criminal history profile prevents an individual from serving as a volunteer, the superintendent of schools or designee will notify the individual and the sponsoring staff member prior to the student activity.

An individual's criminal history profile will be in effect and utilized for the current school year only.