

## CRIMINAL HISTORY INFORMATION - EXPANDED CRIMINAL HISTORY CHECK

To help ensure a safe environment and as required by state law, the Carroll Consolidated School Corporation will obtain an expanded criminal history check for each individual hired for employment that is likely to have direct, ongoing contact with children as a result of the individual's position. The expanded criminal history check will be obtained by the Corporation prior to the individual's employment. In addition, an Indiana Child Protection Services History Check and E-Verify will be required of all employees. The individual will be responsible for the cost for obtaining those three checks upon initial application of employment with the Corporation

An Expanded Criminal History Check will include a search as prescribed by Indiana Code 20-26-2-1.5.

Each individual hired may be required to answer questions about the individual's expanded criminal history check. Failure to answer honestly any questions related to the expanded criminal history check may be cause for non-hire of the applicant. If the dishonesty of any answers is discovered after the applicant is hired, the result may be the immediate termination of the applicant or (if related to a 5-year check as referenced below) termination from employment.

Any entity which has a contract to provide services to the Corporation and whose employees have the potential of direct contact with children when performing those services for the school, must provide to the Corporation expanded criminal history checks for all such employees. The entity and/or the entity's employees are responsible for all costs associated with obtaining the expanded criminal history checks. Upon request, the entity will provide copies of the expanded criminal history check of such employees to the school corporation.

Any information obtained from any type of criminal history check is confidential and shall not be released or disseminated.

Pursuant to Indiana Code 20-26-5-10(f) (as may be amended from time to time), these checks will be conducted every five (5) years for each employee or contractor. The Corporation will pay for the cost of background re-checks for all non-certified employees of the Corporation.

The Corporation will pay for the cost of background re-checks for all certified employees of the Corporation if agreed upon in the Master Teacher Contract.

All school employees and individuals or entities that have contracts for services with the Corporation are required by state law to report convictions of certain crimes enumerated in state law to the Corporation. The superintendent or designee is responsible for implementing regulations to notify the employees, including volunteers, and the entities for contracted services of this duty. In addition to the crimes listed in the state law, the notice shall also include the convictions of the "attempted" crimes listed in the law.

Adopted:

Revised: August 2, 2010

Revised: November 13, 2018

**LEGAL REFERENCE:**

I.C. 20-26-2-1.5 – Definition of expanded criminal history check

I.C. 20-26-5-10– Adoption of criminal history information policy

I.C. 20-26-5-11– Use of information; notice of conviction of certain offenses