

Criminal Background Check

All applicants of the Columbia County Board of Education who are selected for employment are subject to a background check, pursuant to O.C.G.A. 49-5-110, et seq. The applicant selected for employment will be required to complete a consent form authorizing the Columbia County Sheriff's Department to conduct the criminal history check. Effective on the 1st day of July, 1994, pursuant to O.C.G.A. 20-2-211, all new certificated professional personnel to be issued a contract of employment shall be fingerprinted and have criminal record checks through the Georgia Crime Information Center and the Federal Bureau of Investigation.

The **Department of Human Resources** will fingerprint and bear the cost **associated with background record checks for all categories of applicants with the exception of lay coaches. For professional applicants,** the Columbia County Board of Education will authorize the issuance of a temporary contract of employment not to exceed 120 days to allow for the receipt of the results of the criminal record check. Upon receipt of an acceptable criminal history report, the Columbia County Board of Education will issue the standard one year contract of employment. If an adverse employment decision is made based on the results of the criminal history, the **person** will be notified in writing **of all information disclosed and the affect it had on the decision** and will be afforded the right to **an audience with the Superintendent or his designee.**

The Columbia County Board of Education reserves the right to conduct background checks on any employee upon receiving a written complaint signed by a complaining party concerning any employee of the system. These written complaints shall be kept confidential as required by law. The Columbia County Board of Education reserves the right to check, without receiving a written complaint, if sufficient cause is given to justify criminal GCIC checks of any employee. All requirements of the law dealing with criminal GCIC checks shall be met by all employees of the system should it be deemed necessary to complete a background check pursuant to O.C.G.A. 49-5-110, et. seq.

A background check shall include, but not be limited to the following:

- a) O.C.G.A. 16-5-23 relating to simple battery when the victim is a minor;
- b) O.C.G.A. 16-5-24 relating to aggravated battery when the victim is a minor;

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- c) O.C.G.A. 16-5-70 relating to cruelty to children;
- d) O.C.G.A. 16-12-1 relating to contributing to the delinquency of a minor;
- e) Any crime relating to Chapter 6 of Title 16 of the Official Code of Georgia relating to sexual offenses;
- f) Any crime relating to Chapter 13 of Title 16 of the Official Code of Georgia relating to controlled substances, marijuana, dangerous drugs and alcohol;
- g) O.C.G.A. 16-5-1 relating to murder or felony murder;
- h) O.C.G.A. 16-4-1 relating to criminal attempt if it concerns a minor;
- i) O.C.G.A. 16-8-1 relating to theft;
- j) Any other offenses committed in any other jurisdiction either state or federal which if committed in this state would be deemed to be one of the enumerated crimes listed herein; or
- k) Any other acts which could be reasonably construed as hindering the ability to supervise children.

PROCEDURE: NO

ADOPTED: 10/24/95

REVISED: 7/23/96, 10/1/97, 8/10/99

Columbia County Board of Education