

## **PLANO INDEPENDENT SCHOOL DISTRICT CRIMINAL HISTORY GUIDELINES**

Every person who wishes to serve as a District employee, volunteer, camp counselor, private teacher or contractor, or any other person who works on District property or who may have contact with students shall have a criminal history records search performed. Any reported criminal history shall be reviewed and approved by the Executive Director of Safety and Security Services or his designee prior to the applicant being appointed to a position.

### **I. APPLICANTS FOR EMPLOYMENT**

An applicant to the District may be disqualified for employment with the District if his/her criminal history report or other official record shows:

A. Conviction, probation (including deferred adjudication), or adjudication for the following offenses:

1. Any offense against a child
2. Any sexual offense
3. Any offense involving an act (or threat) of violence, or injury or death of a person
4. Any weapons related offense
5. DWI, DUI, or Reckless Driving within the last ten (10) years, if the position applied for involves the operation of any district vehicles or the transportation of students.
6. Forgery, fraud, or alteration of an official document
7. Felony theft related offense
8. Misdemeanor theft related offenses that in the aggregate equal two or more
9. Public intoxication or impaired driving (*e.g.* DWI/DUI) related offenses that in the aggregate equal two or more
10. Any felony offense involving drugs or controlled substances.
11. Misdemeanor drug offenses within five years of the date of application
12. Burglary related offenses
13. Stalking, kidnapping, or harassment related offenses
14. An active warrant for arrest or charges pending on any criminal violation
15. Any other offense that the Executive Director of Safety and Security Services believes may compromise the safety, security, or well being of students, staff, or facilities or which violates District Policy.

B. An arrest for any of the offenses described in **Section I.A.**, above, where the conduct underlying the arrest indicates the applicant is unsuitable for employment with the District.

C. An excessive number of arrests, regardless of type, where the circumstances or pattern of arrests indicates the applicant is unsuitable for employment with the District.

D. Required registration as a sex offender.

## **II. VOLUNTEER APPLICANTS**

An applicant to the District may be disqualified to serve as a camp counselor, mentor, or volunteer with the District if his/her criminal history report or other official record shows:

A. Conviction, probation (including deferred adjudication), or adjudication for the following offenses:

1. Any offense against a child
2. Any sexual offense
3. Any offense involving an act (or threat) of violence, or injury or death of a person.
4. Any weapons related offense.
5. Any felony offense involving drugs or controlled substances
6. Misdemeanor drug offenses within five years of the date of application
7. An active warrant for arrest or charges pending on any criminal violation
8. Any other offense the Executive Director of Safety and Security Services believes may compromise the safety, security, or well being of students, staff, or facilities or which violates District Policy.

B. An arrest for any of the offenses described in **Section II.A.**, above, where the conduct underlying the arrest indicates the applicant is unsuitable to serve as a volunteer for the District.

C. An excessive number of arrests, regardless of type, where the circumstances or pattern of arrests indicates the applicant is unsuitable to serve as a volunteer for the District.

D. Required registration as a sex offender.

## **III. CONTRACTORS, SUBCONTRACTORS AND VENDORS**

A contractor, subcontractor or vendor who works on District property or who may have contact with students may be disqualified to serve as a contractor, subcontractor or vendor with the District if his/her criminal history report or other official record shows:

A. Conviction, probation (including deferred adjudication), or adjudication for the following offenses:

1. Any offense against a child
2. Any sexual offense
3. Any offense involving an act (or threat) of violence, or injury or death of a person.

4. Any weapons related offense
5. Any felony offenses involving drugs or controlled substances
6. Any felony offenses against property
7. An active warrant for arrest or charges pending on any criminal violation
8. Any other offense the Executive Director of Safety and Security Services believes may compromise the safety, security, or well being of students, staff, or facilities or which violates District Policy.

B. Arrest for any of the offenses described in **Section III.A.**, above, where the conduct underlying the arrest indicates the applicant is unsuitable to serve as a contractor, subcontractor or vendor for the District.

C. An excessive number of arrests, regardless of type, where the circumstances or pattern of arrests indicates the applicant is unsuitable to serve as a contractor, subcontractor or vendor for the District.

D. Required registration as a sex offender.

Approved this the \_\_\_\_\_ day of October, 2012.

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Dr. Cathy Galloway  
Associate Superintendent for District Services  
Plano Independent School District