

BACKGROUND CHECK GUIDELINES

The following background check guidelines apply to Beaverton School District licensed and classified employees, substitutes, service providers¹ and volunteers. In addition, Juvenile Offender checks apply to high school students working with middle, elementary or disabled students and middle school students working with elementary students in school-sponsored programs. Hours and pay will be tracked through HR and the Business Office.

Exceptions to background checks will only be made when the administrator can certify that there is no potential for unsupervised contact with students due to all 3 of the following conditions being met at all times: 1) limited onsite visit; 2) no student supervision responsibilities; and 3) within sight and sound of a licensed staff member.

Anyone who has been convicted of crimes on the back of this page is ineligible to work or volunteer in the Beaverton School District. Those who have been convicted of lesser crimes will be considered on a case-by-case basis. For more information, please contact the Public Safety Office (x4444).

GROUP	PROCEDURES	CONTACTS	FEES
1. Licensed & Classified employees, Substitutes & BSD retirees	LEDS ² and one-time fingerprinting	Public Safety Office x64444	Fingerprinting fee paid by employee or substitute; information available through HR Dept.
2. Service providers ¹ who work <u>40 hours or more</u> or receive <u>\$1500 or more</u> ³	One-time LEDS ² check and fingerprinting (Juvenile Offender check if under 18), if no break in service	Public Safety Office x64444	Fingerprinting fee paid by employee or substitute; information available through HR Dept.
3. Service providers ¹ who work <u>less than 40 hours</u> and receive <u>less than \$1500</u> ³	One-time LEDS ² check (Juvenile Offender check if under 18), if no break in service	Public Safety Office x64444	N/A
4. Volunteers (<i>must be submitted at least 2 weeks in advance of the event</i>)	LEDS ² check, renewed every 2 years.	Public Safety Office x64444	N/A
5. Students working with younger students at another level or with disabled students	Juvenile Offender check and LEDS ² check, if over 18	Public Safety Office x64444	N/A
6. Facilities & maintenance contractors and design professionals	District Vendor Background Check Certification Form	Business Office x64364	N/A

¹ "Service provider" is defined as receiving at least one payment via the BSD Business Office. Examples include consultants, onsite independent contractors and casual labor for athletics, activities and seasonal employment.

² Law Enforcement Data System (LEDS) is an Oregon criminal history database.

³ Public Safety Office will notify sites as needed. Supervisors will not be responsible for tracking hours.

NOTE: Student teachers are background checked by their program before being sent to our schools.

Subject individuals who have been convicted of any of the crimes listed in ORS 342.143, (listed below under crimes relating to question 1), or the substantial equivalent of any of those crimes if the conviction occurred in another jurisdiction or in Oregon under a different statutory name or number, shall be refused continued employment or have employment terminated upon notification from the Superintendent of Public Instruction.

**CRIMES RELATING TO QUESTION 1
OREGON LAWS**

163.095	Aggravated Murder	167.062	Sadomasochistic Abuse or Sexual Conduct in Live Show
163.115	Murder	167.075	Exhibiting an Obscene Performance to a Minor
163.185	Assault 1 in the First Degree	167.080	Displaying Obscene Materials to Minors
163.235	Kidnapping in the First Degree	167.090	Publicly Displaying Nudity or Sex for Advertising Purposes
163.355	Rape in the Third Degree	475.808	Unlawful manufacture of hydrocodone within 1,000 feet of school
163.365	Rape in the Second Degree	475.810	Unlawful delivery of hydrocodone
163.375	Rape in the First Degree	475.812	Unlawful delivery of hydrocodone within 1,000 feet of school
163.385	Sodomy in the Third Degree	475.818	Unlawful manufacture of methadone within 1,000 feet of school
163.395	Sodomy in the Second Degree	475.820	Unlawful delivery of methadone
163.405	Sodomy in the First Degree	475.822	Unlawful delivery of methadone within 1,000 feet of school
163.408	Unlawful Sex Penetration in the Second Degree	475.828	Unlawful manufacture of oxycodone within 1,000 feet of school
163.411	Unlawful Sex Penetration in the First Degree	475.830	Unlawful delivery of oxycodone
163.415	Sexual Abuse in the Third Degree	475.832	Unlawful delivery of oxycodone within 1,000 feet of school
163.425	Sexual Abuse in the Second Degree	475.848	Unlawful Manufacture of Heroin within 1,000 Feet of School
163.427	Sexual Abuse in the First Degree	475.852	Unlawful Delivery of Heroin within 1,000 Feet of School
163.432	Online Sexual Corruption of a Child in the Second Degree	475.868	Unlawful Manufacture of 3, 4-Methylenedioxymethamphetamine within 1,000 Feet of School
163.433	Online Sexual Corruption of a Child in the First Degree	475.872	Unlawful Delivery of 3, 4-Methylenedioxymethamphetamine within 1,000 Feet of School
163.435	Contributing to the Sexual Delinquency of a Minor	475.878	Unlawful Manufacture of Cocaine within 1,000 Feet of School
163.445	Sexual Misconduct	475.880	Unlawful Delivery of Cocaine
163.465	Public Indecency	475.882	Unlawful Delivery of Cocaine within 1,000 Feet of School
163.515	Bigamy	475.888	Unlawful Manufacture of Methamphetamine within 1,000 Feet of School
163.525	Incest	475.890	Unlawful Delivery of Methamphetamine
163.547	Child Neglect in the First Degree	475.892	Unlawful Delivery of Methamphetamine within 1,000 Feet of School
163.575	Endangering the Welfare of a Minor	475.904	Unlawful Manufacture or Delivery of Controlled Substance within 1,000 Feet of School
163.670	Using Child in Display of Sexually Explicit Conduct	475.906	Penalties for Distribution to Minors
163.675	Sale of Exhibition of Visual Reproduction of Sexual Conduct by Child	161.405	Attempt to Commit Any of the Above-Listed Crimes
163.680	Paying for Viewing Sexual Conduct Involving a Child		
163.684	Encouraging Child Sex Abuse in the First Degree		
163.686	Encouraging Child Sex Abuse in the Second Degree		
163.687	Encouraging Child Sex Abuse in the Third Degree		
163.688	Possession of Materials Depicting Sexually Explicit Conduct of a Child in the First Degree		
163.689	Possession of Materials Depicting Sexually Explicit Conduct of a Child in the Second Degree		
164.325	Arson in the First Degree		
164.415	Robbery in the First Degree		
166.005	Treason		
166.087	Abuse of Corpse in the First Degree		
167.007	Prostitution		
167.008	Patronizing a Prostitute		
167.012	Promoting Prostitution		
167.017	Compelling Prostitution		
167.057	Luring a Minor		