BIBB COUNTY SCHOOL DISTRICT

Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Board of Public Education for Bibb County ("Board")
Dr. Dan A. Sims, Superintendent

From: Dr. LaToya Smith, Assistant Superintendent for Human Resources
Sherry H. Culves, Parker Poe Adams & Bernstein LLP

Subject: Policy GAK: Criminal Background Checks (Replacing Policy GAM: Staff Rights and Responsibilities) **(Second Reading)**

Summary

The District is presenting Policy GAK: Criminal Background Checks for Second Reading. This proposed policy replaces current Policy GAM: Staff Rights and Responsibilities.

Background

The Board's current Policy GAM: "Staff Rights and Responsibilities" addresses the procedures for criminal background checks. Its title ("Staff Rights and Responsibilities") is not representative of its substantive content, and its Policy Code ("GAM") is not aligned with GSBA and most districts' Policy Code for the subject matter. Instead "GAK" is the Policy Code typically used. As a result, we recommended rescinding Policy GAM and adopting Policy GAK.

The substantive changes to the policy were recommended to better align the policy with specific requirements of OCGA § 20-2-211.1, which is the Georgia statute addressing criminal background checks. Revisions were proposed to clarify that the policy applies to all employees at or prior to employment. Language was further added to direct requirements for criminal records checks for volunteers to Policy IFCD, which specifically addresses requirements for volunteers. Finally, as set out in statute, language was added to put employees on notice of the requirement to have subsequent background checks run upon certificate renewals.

Recommendation

It is recommended that the Bibb County Board of Education approves revisions to Policy GAK: Criminal Background Checks.

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Superintendent's Comments and Approval

Superintendent's Signature	Approved / Not Approved
Dr. Dan A. Sims	Approved