

533.1 CRIMINAL BACKGROUND CHECKS

The Williams Bay School District completes a criminal record check on any employee, student-teacher, or adult who has the potential to have unsupervised contact with students in the District. Such an inquiry shall also be made for substitutes who may be employed by the District and for volunteers assisting District staff. No one may begin employment with the District until the criminal background check is complete and verified by the District Administrator or his/her designee. All offers of employment are contingent upon the results of the criminal background check that are deemed satisfactory to the District.

If the pre-employment criminal background check reveals a conviction or pending charge which the person recommended for employment failed to disclose as required on the District's employment application, the District may refuse to employ the person. Notwithstanding §111.322 of the Wisconsin Statutes, it is not employment discrimination for an educational agency to refuse to employ or to terminate from employment an individual who has been convicted of a felony and who has not been pardoned for that felony.

All information and records obtained from such inquiries are to be considered confidential and shall not be released or disseminated to those not directly involved in evaluating the applicant's qualifications.

LEGAL REFERENCE: Wisconsin Statutes, Sections 111.31; 111.321; 111.322;
111.335(1)(d)

APPROVED: May 24, 2021