

Are you available every day? Yes _____ No _____ If not available every day, please specify when you are available: _____

REFERENCES

Name	Address	Position
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____

The Easthampton Public Schools are an equal opportunity employer and do not discriminate against race, color, national origin, sex, gender identity, creed, marital status, disability, religion, or sexual orientation.

* * * * *

FOR OFFICE USE ONLY

Name _____

Certification _____

Transcript _____

CORI _____

I-9 _____

W4 _____

OBRA _____

Harassment Policy _____

EASTHAMPTON PUBLIC SCHOOLS

EASTHAMPTON MUNICIPAL BUILDING

50 Payson Avenue, 2nd Floor

Easthampton, MA 01027

(413) 529-1500 TEL

(413) 529-1567 FAX

e-mail: superintendent@epsd.us

website: www.epsd.us



Allison LeClair, Ed.D., Superintendent

July 1, 2018

RE: MGL Chapter 459 of the Acts of 2012 "An Act Relative to Background Checks"

As newly hired employee of the Easthampton Public Schools, you are required to comply with the requirement of Chapter 459 of the Acts of 2012, "An Act Relative to Background Checks". This law, codified as an amendment to MGL c. 71 § 38R, requires that everyone employed by a Massachusetts school district who may have "direct and unmonitored contact with children" submit to "a state and national fingerprint-based criminal background check." Your fingerprint results must be on file with the Easthampton Public Schools prior to your first day of employment.

CORI checks, which also are mandatory, have no associated fee for employees. There is, though, a fee for running the national fingerprint-based checks. The fee currently is \$55 for school employees licensed under Section 38G (DESE-licensed individuals employed as educators and specialists, and *any other employee* who holds DESE licensure, regardless of her/his position) and \$35 for all others. Payment of the fee is the responsibility of the individual employee.

On our District's website, www.epsd.us, you will find the SAFIS Program Registration Guide for Pre-K-12th Grade Education (ESE), as well as the SAFIS-FORM-004, How to Change, Correct, or Update your national Criminal History Record Response paperwork.

Please go to <http://www.identogo.com/FP/Massachusetts.aspx> or phone (866) 349-8130 to schedule your appointment. You will be required to provide the Easthampton Public School's Department of Elementary & Secondary Education (ESE) Organization Code: 00860000. (Substitutes, interns, student teachers, and subcontractors, may provide up to 10 district organization codes to eliminate the need to pay the fee multiple times).

At the time you are fingerprinted you will be provided with a fingerprint receipt. A copy of this receipt must be provided to Sue Colby at the above address and your fingerprint results (or a "Suitability Determination Letter") must be on file with the Easthampton Public Schools prior to your first day of employment.

If you have any questions, please feel free to contact Sue Colby at 413-529-1500 ext. 121.

Sincerely,

Allison LeClair, Ed.D.
Superintendent of Schools



Allison LeClair, Ed.D., Superintendent

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SUBJECT INFORMATION:

(copy of driver's license or government picture identification must be attached to this form)

LAST NAME _____ FIRST NAME _____ MIDDLE NAME _____

MAIDEN NAME OR ALIAS (if applicable) _____ Phone number _____

DATE OF BIRTH _____ PLACE OF BIRTH _____

Last six Digits of Your Social Security Number (required) xxx - _____

Sex: _____ Height: _____ ft. _____ in. Eye Color: _____ Race: _____

Driver's License or ID Number: _____ State of Issue: _____

Mother's Full Maiden Name _____ Father's Full Name _____

Current and Former Addresses

Street Number & Name City/Town, State, Zip _____

Street Number & Name City/Town, State, Zip _____

The above information was verified by reviewing the following form(s) of government issued identification:
(a copy of picture identification must be attached to this form)

Verified by: _____
Name of Verifying Employee (Please Print)

Signature of Verifying Employee

A great place to learn and grow.

