



**VOLUNTEER FINGERPRINTING and
CRIMINAL BACKGROUND CHECK
AUTHORIZATION (BC-1)
Required for VOLUNTEER LEVEL III**

FOR SITE/PROGRAM Alice Birney Public Waldorf EK-8 School

SIGNATURE OF PRINCIPAL/ SUPERVISOR REQUIRED Mrs. Horning DATE 8/13/18

**Site Administrator's signature is mandatory to apply as a SCUSD Volunteer PRIOR to bringing packet to Serna Center.*

PRINT NAME Mechelle Horning PHONE: 395-4510

BUDGET CODE _____ - 0 - 5800 - _____

IMPORTANT: This form is for VOLUNTEERS NOT UNDER DIRECT SUPERVISION of SCUSD certificated staff, or those working in programs where such screening is required. The prospective volunteer is instructed to bring this form, along with a valid California Driver's License or California Identification Card, plus their Social Security number to the Customer Service Specialist in the Serna Center in order to initiate the fingerprint and background check process. There is a fee of \$47 for this process. If the site is paying the cost please add budget code above. If the volunteer is paying for the cost, we accept cash (only exact change), check or money orders. We do not accept ATM or credit card payment. If you have questions about which level of screening is required for a specific volunteer, please call 643-7924.

Prior to beginning any assignment, SCUSD Board policy requires that all volunteers be cleared to work by the Department of Justice.

- I understand this requirement and will not volunteer with the district until clearance is received from the SCUSD Human Resources Office.
- I have received a copy of district rules and regulations for volunteers [BP1240 and AR 1240].
- I hereby fully release and discharge the Sacramento City Unified School District, its officers, employees, agents and volunteers from any and all liability arising out of or in connection with this background check and all liabilities associated with and all claims related to this background check. For the purpose of this release, 'liability' means all claims, demands, losses, causes of action, suits or judgments of any and every kind that arise as a result of the above named activity and resulting from any cause other than gross negligence.

Signature _____ Date _____

PLEASE PRINT NEATLY

Name (First/MI/Last) _____

Address _____ City _____ ZIP _____

Other Names You Have Been known by: _____ Maiden Name: _____

DOB: _____

Home phone: _____ Cell Phone: _____ Work Phone: _____

Email: _____

A conviction may not necessarily disqualify you from the volunteer job for which you have applied. Convictions include diversionary offenses, or other offenses that have been plea-bargained, or for which you have pleaded no contest. Failure to reveal convictions is grounds for immediate termination. For security reasons, a screening will be done according to the level of volunteerism (See Volunteer Rules and Regulations).

References may be requested. Volunteer service may be terminated if service is unsatisfactory or no longer needed by the school district. District policy is available on the website: www.scusd.edu

- Have you ever been convicted of a felony or misdemeanor? Yes _____ No _____

- If the answer is YES, please explain :