

	MURFREESBORO CITY SCHOOL BOARD POLICY		
	Descriptor Term:	Descriptor Number:	Date Adopted:
	APPLICATION AND EMPLOYMENT	PER 14	4/79
	Revision Adopted:		
	11/94;11/99, 8/01		

An individual desiring a position with the school system shall make application to the Director of Schools on forms approved and developed by the system. In a continuing effort to further ensure the safety and welfare of students and staff, Murfreesboro City Schools shall require criminal history records checks and fingerprinting of applicants for teaching positions and any other employee who has proximity to children.

Knowingly falsifying information shall be sufficient grounds for termination of employment and shall also constitute a Class A misdemeanor which must be reported to the District Attorney General for prosecution.

The cost incurred by the Tennessee Bureau of Investigation in conducting investigations of applicants, including criminal history checks and fingerprinting of teachers, substitute teachers, school maintenance, food service and transportation applicants shall be paid by the Board if the applicant accepts a position with the Murfreesboro City School System.

The Board assigns to the Director of Schools the duty to conduct thorough background checks and to advise all applicants that all hiring decisions are contingent upon satisfactory background check results.

Licensed Employees

The application must include a transcript of credits earned at the college or universities attended along with reference information from persons such as previous employers, college professors and supervisors of student teachers. Other information shall include whether such applicant has been dismissed for cause from a school system. If previously employed by a local board of education, the applicant shall provide evidence of acceptable resignation.

No person shall be employed:

1. Who does not hold a valid license to teach from the State Board of Education;
2. Who does not present a physician's certificate showing a satisfactory health record;
3. Who has any contagious or communicable disease in such form that might endanger the health of school children;
4. Who refuses to take and subscribe to an oath to support the Constitution of the State of Tennessee and of the United States of America;
5. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from employment for cause; or
6. Who does not receive a satisfactory background check;
7. Who has not complied with the Immigration Reform and Control Act of 1986

Support Employees

No person shall be employed:

1. Who has any contagious or communicable disease in such form that might endanger the health of the children;
2. Who has not complied with the Immigration Reform and Control Act of 1986; or
3. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from employment for cause; or
4. Who does not receive a satisfactory background check.

EMPLOYMENT

Professional Employees

After all appropriate screening procedures are followed including checking references and receiving written recommendations, the Director of Schools shall hire and assign qualified applicants.

Initial Employment

Upon initial employment, the Director of Schools shall notify such person, in writing, of the offer and conditions of employment. Upon receipt of employment notification, such person shall have fourteen (14) days to accept or reject, in writing, the offered employment. From the date of the written acceptance, such person is considered to be under employment with the Board and is subject to all rights, privileges and duties.

Support Employees

After all appropriate screening procedures are followed including checking references and receiving written recommendations from principals and/or supervisors, the Director of Schools shall hire and assign qualified applicants. The contract of each support employee shall contain a statement regarding the required ninety (90) day training period.

Legal References:

T.C.A. 49-5-406
T.C.A. 49-5-413(b)
T.C.A. 49-5-403
T.C.A. 49-5-101
T.C.A. 49-5-404
TRR/MS 0520-1-3-.08(2)(f)
T.C.A. 49-5-202
T.C.A. 49-5-405
Immigration Reform and Control Act of 1986
T.C.A. 49-2-301(f)(12)(31)
T.C.A. 49-2-303(a)(3)