

Cannon County Board of Education

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1 APPLICATION

2 An individual desiring a position with the Board shall make application to the director of schools on
3 forms approved by the Board.¹ In a continuing effort to further ensure the safety and welfare of
4 students and staff, the district shall require effective July 1, 2015, a drug screening, criminal history
5 records checks and fingerprinting of applicants for all full or part-time employees who have proximity
6 to children. Effective July 1, 2007, the requirement also applies to contract employees in transportation
7 and special education.

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

11 Any costs incurred by the Tennessee Bureau of Investigation in conducting such investigations of
12 applicants shall be paid by prospective professional employees and student teachers. The Board shall
13 pay this fee for paraprofessionals, school maintenance employees, food service and transportation
14 employees. Substitute teachers will pay the fee in advance, but shall receive reimbursement after
15 working twenty (20) days.²

16 The Board assigns to the director of schools the duty to conduct thorough background checks and to
17 advise all applicants that all hiring decisions are contingent upon satisfactory background check and
18 drug screening results.

19 *Professional Employees*

20 The application must include a transcript of credits earned at the colleges or universities attended along
21 with reference information from persons such as previous employers, college professors and
22 supervisors of student teachers. Other information shall include whether such applicant has been
23 dismissed for cause from a school system.³ If previously employed by a local board of education, the
24 applicant shall provide evidence of acceptable resignation.¹

25 No person shall be employed:

- 26 1. Who does not hold a valid license to teach from the State Board of Education;⁴
- 27 2. Who has been identified by the Department of Children's Services as a perpetrator of child
28 abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an immediate
29 threat to the health, safety, or welfare of children;⁵
- 30 3. Who does not present a physician's certificate showing a satisfactory health record or has any
31 contagious or communicable disease in such form that might endanger the health of school
32 children;⁶

- 1 4. Who refuses to take and subscribe to an oath to support the Constitution of the State of
- 2 Tennessee and of the United States of America;⁷
- 3 5. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
- 4 employment for cause;³ or
- 5 6. Who does not receive a satisfactory background check.⁸

6 *Support Employees*

7 No person shall be employed:

- 8 1. Who has any contagious or communicable disease in such form that might endanger the health
- 9 of the children;⁶
- 10 2. Who has been identified by the Department of Children's Services as a perpetrator of child
- 11 abuse, severe child abuse, child sexual abuse, or child neglect, or who poses an immediate
- 12 threat to the health, safety, or welfare of children;⁵
- 13 3. Who has not complied with the Immigration Reform and Control Act of 1986;⁹ or
- 14 4. Who fails to make a full disclosure of any prior criminal record and any prior dismissals from
- 15 employment for cause; or
- 16 5. Who does not receive a satisfactory background check.⁸

17 **EMPLOYMENT**

18 *Professional Employees*

19 After checking references and receiving written recommendations, the director of schools shall hire

20 and assign qualified applicants.¹

21 *Initial Employment*

22 Upon initial employment, the director of schools shall notify such person, in writing, of the offer and

23 conditions of employment. Upon receipt of employment notification, such person shall have fourteen

24 (14) days to accept or reject, in writing, the offered employment. From the date of the written

25 acceptance, such person is considered to be under employment with the Board and is subject to all

26 rights, privileges and duties.¹

27 *Support Employees*

28 After checking references and receiving written recommendations from principals and/or supervisors,

29 the director of schools shall hire and assign qualified applicants. The contract of each support

30 employee shall contain a statement regarding the required ninety (90) day probationary period.

Legal References

1. TCA 49-5-406
2. TCA 49-5-413(c)
3. Public Acts of 2018, Chapter No. 938
4. TCA 49-5-403; TCA 49-5-101
5. TCA 49-5-413(e)
6. TCA 49-5-404; TRR/MS 0520-01-03-.08(2)(f)
7. TCA 49-5-405
8. Public Acts of 2018, Chapter No. 1006
9. Immigration Reform and Control Act of 1986; Pub. L. No. 99-603, 100 Stat. 3359

Cross References

Orientation and Probation 5.107
Compensation Guides & Contracts 5.110
Background Investigations 5.118
Qualifications and Duties of the Director of Schools 5.802