

GLEN ROSE INDEPENDENT SCHOOL DISTRICT

P.O. Box 2129
Glen Rose, Texas 76043

EMPLOYMENT ADDENDUM / INDEPENDENT CONTRACTORS / VOLUNTEERS

Authorization for Criminal History Check Confidential

The Glen Rose Independent School District is authorized by law (Texas Education Code Section 22.083) and school board policy [GKG(LOCAL)] to obtain criminal history information that relates to any person who had indicated an intention to serve as a Independent Contractor in any organized program within the district. Your application to serve as a contractor shall not be considered complete until you have provided the information requested below. The criminal history information obtained by the school district will be used to evaluate you as an applicant for contract services with the Glen Rose Independent School District and for no other reason.

PLEASE PRINT

Full Name:

Last First Middle

Address: _____
City County State Zip

Indicate any other name(s) by which you have been known: _____

Sex: ☐ Male ☐ Female

Phone #: (H) _____ Email address: _____
(C) _____

Department who you are contracted with: (check all that apply)

☐ Band ☐ Choir ☐ Theatre ☐ Special Services ☐ Other _____

☐ Yes, I have been fingerprinted through TEA. ☐ No, I have not been fingerprinted through TEA.

Signature

Date

Questions should be addressed to the HR Office at (254) 898-3904, or harrke@grisd.net.
Completed forms may be faxed to (254) 897-7419

Glen Rose Independent School District
P.O. Box 2129
Glen Rose, TX 76043
(254) 898-4000

For Office Use Only:

Omni Clear: ☐ Yes ☐ No Date _____ by _____

Date Subscribed to DPS _____

DPS Computerized Criminal History (CCH) Verification

(AGENCY COPY)

I, _____, acknowledge that a Computerized Criminal

APPLICANT or EMPLOYEE NAME (Please print)

History (CCH) check may be performed by accessing the Texas Department of Public Safety Secure Website and may be based on name and DOB identifiers. (This is not a consent form, but serves as information for the applicant.) Authority for this agency to access an individual's criminal history data may be found in Texas Government Code 411; Subchapter F.

Name-based information is not an exact search and only fingerprint record searches represent true identification to criminal history record information (CHRI), therefore the organization conducting the criminal history check is not allowed to discuss with me any CHRI obtained using the name and DOB method. The agency may request that I also have a fingerprint search performed to clear any misidentification based on the result of the name and DOB search.

In order to complete the fingerprint process I must make an appointment with the Fingerprint Applicant Services of Texas (FAST) as instructed online at [www.txdps.state.tx.us /Crime Records/Review of Personal Criminal History](http://www.txdps.state.tx.us/CrimeRecords/Review%20of%20Personal%20Criminal%20History) or by calling the DPS Program Vendor at 1-888-467-2080, submit a full and complete set of fingerprints, request a copy be sent to the agency listed below, and pay a fee of \$25.00 to the fingerprinting services company.

Once this process is completed the information on my fingerprint criminal history record may be discussed with me.

(This copy must remain on file by this agency. Required for future DPS Audits)

Signature of Applicant or Employee (optional)

Date

Agency Name (Please print)

Agency Representative Name (Please print)

Signature of Agency Representative

Date

Please: Check and Initial each Applicable Space	
CCH Report Printed:	
YES _____	NO _____ initial
Purpose of CCH: _____	
Empl ____	Vol/Contractor ____ initial
Date Printed: _____	initial
Destroyed Date: _____	initial
Retain in your files	

[illegible]

Middle Name or Initial

[illegible]

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Date of Birth (MMDDYYYY)

[illegible]

Male	Female
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Primary Telephone Number

[illegible]

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#yrs at this address

[illegible]

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Zip Code

[illegible]

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#yrs at this address

[illegible]

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Zip Code

[illegible]

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License State

[illegible]

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Today's Date (MMDDYYYY)

☐ High School ☐ Junior High ☐ Intermediate School ☐ Elementary School