**Board Memo**

**DATE:** 8/1/2023

**AGENDA ITEM DETAILS:**

**School/Department**

Human Resources

**Product Vendor or Grant Issuer**

Thomas More University

**Product or Grant Name**

Noncriminal Justice Agency Agreement MOU with Thomas More University

**Date/Term (Beginning and End Dates/Year)**

Upon Approval

**APPLICABLE BOARD POLICY & STRATEGIC PLAN GOAL:**

03.11 – Hiring (Certified); 03.21 – Hiring (Classified); Goal 2: Empowered Workforce

**DESCRIBE USE OF CONTRACT/PURCHASE/AGREEMENT**

Current regulations from Criminal Justice Information Services (CJIS) stipulate that Criminal History Record Information (CHRI), also referred to as ‘background checks’ shall not be shared with any other school district, college, or university without a memorandum of understanding (MOU) agreed to by both the District and the partnering educational institution.

To date, the District has not had an agreement in place with Thomas More University. In many cases incoming student teachers, substitute, and new employees were required to complete a background check with both the District and university. With the current cost of each background check being $53.25, the inability to accept background checks from Thomas More University has created a financial burden for many of these individuals.

By approving the Noncriminal Justice Agency Agreement MOU with Thomas More University the District will be able to assist in alleviating the need for multiple background checks to be completed by the same individual.

**FUNDING FOR PURCHASES AND OTHER REQUESTS:**

**Total Cost**

No budgetary impact

**Funding Source**

N/A

**\*If more than one funding source, list below along with amount or percent for each source**

Click or tap here to enter text.

**IF THIS IS A GRANT, ENTER AMOUNT TO BE AWARDED:**

Click or tap here to enter text.

**RECOMMENDATION:**

It is recommended that the Board approve the Noncriminal Justice Agency Agreement MOU with Thomas More University

**CONTACT PERSON: (submitter)**

Eric Ball, Director of Human Resources