



## Francis Howell School District

Mark Delaney

Director of Human Resources

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Dear Parents/Guardians,

In the 2019 Missouri legislative session, there was an update to State Statute 168.133 regarding background check requirements for school volunteers. The revision in HB 604 states that “The school district shall ensure that a criminal background check is conducted for all screened volunteers, who shall complete the criminal background check prior to being left alone with a student.” The statute states that the background check must now include submitting fingerprints to the Missouri State Highway Patrol and the Federal Bureau of Investigation for a search of criminal history files.

Francis Howell has always conducted background checks for all screened volunteers, and the District’s volunteer application process has been updated to reflect the new fingerprint mandate. Unfortunately, the District will no longer be able to pay for the background checks for volunteers due to the increased cost associated with the fingerprint process. With the new system, a fingerprint check will cost \$41.75 and be good for six years. This cost is not determined by FHSD and is subject to change in the future.

In order to provide additional clarification, the District defines a volunteer and visitor below:

**Volunteers:** Any individual who assists the district on an uncompensated basis and may be periodically unsupervised while with students. These individuals may volunteer to regularly assist in the school office or library, mentor or tutor students, assist with student activities before or after school, and chaperone students on day field trips or overnight field trips.

**Visitors:** Individuals that do not provide a service to the school or students. These individuals may be on school grounds to interact with their child(ren) or attend activities such as classroom parties, lunch with students, and assemblies.

Volunteers are a vital part of the success of our students and school district. Thank you again for your desire to become a volunteer with the Francis Howell School District.

Sincerely,

A handwritten signature in black ink, appearing to read 'Mark Delaney', is written over a large, stylized flourish.

Mark Delaney  
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Francis Howell School District



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