



MOUNT HOREB AREA SCHOOL DISTRICT

**Visitor Background Checks*
As of December 13, 2021**

The framework of Mount Horeb Area School District Background Checks

The guidelines will be split into the following categories: crimes that will not allow for the caregivers to volunteer in any capacity no matter the number of offenses or the number of years since they have occurred, a first-time offense that occurred within the last 10 years, second repeat offenders within the last 5-10 years, second repeat offenders within the last 5 years. Each of these will have a corresponding table with the type of crime, as well as the baseline of what the visitors are allowed to do. The baseline will fit into one of three categories: cannot volunteer, chaperone own child only¹, and no restriction.

Procedures

The District runs a background check for adults who intend to visit, volunteer, or chaperone who have direct contact with our students during school hours. Background checks are not required for events that are open to the public (ie: grade level concerts, schoolwide performances, sporting events, etc.). Visitors joining students during school hours within our buildings or to chaperone field trips will be checked no less than once per year unless a specific reason arises. The District will enter each person's data on a spreadsheet and the results of their background check. The Visitor Background Check Guide will act as a guide to determine if an offense will limit a volunteer's ability to volunteer/ chaperone/supervise. The volunteer will be notified by the building principal or his/her designee if the volunteer has 1) no restrictions, 2) may chaperone their own child only, or 3) may not visit/chaperone/volunteer at all. If there are restrictions, the visitor will be notified via telephone call.

Table 1 shows crimes where the caregiver will never be able to visit, chaperone, or volunteer, regardless of the number of years that have passed since the crime.

Table 1

Type of Crime	Baseline
Crime that involves the death of another	Cannot visit/volunteer/chaperone
Crime that involves the attempted death of another	Cannot visit/volunteer/chaperone
Crime that involves harm of minors	Cannot visit/volunteer/chaperone
Crime that involves child pornography	Cannot visit/volunteer/chaperone
Crimes that involved kidnapping	Cannot visit/volunteer/chaperone
Crimes that involve sexual misconduct to children	Cannot visit/volunteer/chaperone

Table 2 shows crimes where the caregiver will not be able to visit, chaperone, or volunteer if the first offense occurred within the last 10 years.

Table 2

Type of Crime	Baseline
Felony offense for operating under the influence	Cannot visit/volunteer/chaperone
Crime that involves homicide of a person	Cannot visit/volunteer/chaperone
Crime that involves assisting suicide or abortion	Cannot visit/volunteer/chaperone
Crime that involves battery, reckless injury, or strangulation	Cannot visit/volunteer/chaperone
Crimes that involve abuse of vulnerable adults	Cannot visit/volunteer/chaperone
Crimes that involve misuse of guns/weapons in public buildings	Cannot visit/volunteer/chaperone
Crimes that involve prostitution, treason, sabotage, sedation, public fornication	Cannot visit/volunteer/chaperone
Crimes that involve threats or bomb scares	Cannot visit/volunteer/chaperone

Table 3 provides a baseline with overall offenses for first-time offenders for instances that occur within the last 10 years.

¹ Own child only means that the parent/guardian cannot chaperone other children on a field trip. The parent/guardian may volunteer in the classroom, but may not work with other children except in the classroom with the teacher or other such employees present (i.e. may not read with other children in the hallway).

Table 3

Type of Crime	Baseline
Crimes involving operating under the influence with a minor in the vehicle	Chaperone own child only
Crimes involving the use of guns/illegal carrying of guns	Chaperone own child only
Crime that involves abuse	Chaperone own child only
Crime involving illegal substances	Chaperone own child only
Crime involving endangerment/harm of others	Chaperone own child only
Crimes involving truancy and contributing to the delinquency of a child	Chaperone own child only
Crimes involving drugs	Chaperone own child only
Drugs with THC	Chaperone own child only
Crime involving arson, burglary, theft, robbery, bribery	Chaperone own child only
Crimes involving tampering with a tracking device and violation of probation	Chaperone own child only
Crime that occurred near school	Chaperone own child only

Table 4 is the baseline for people with two offenses within the last 5–10 years. If the offenses have two different base results (i.e., one offense results in no restrictions and the two offenses result in own child only), the most restrictive result will be implemented.

Table 4

Type of Crime	Baseline
Misdemeanor for operating under the influence	Chaperone own child only
Crimes involving operating under the influence with a minor in the vehicle	Chaperone own child only
Crimes involving the use of guns/illegal carrying of guns	Chaperone own child only
Crime that involves abuse	Cannot visit/volunteer/chaperone
Crime involving illegal substances	Cannot visit/volunteer/chaperone
Crime involving endangerment/harm of others	Cannot visit/volunteer/chaperone
Crimes involving truancy and contributing to the delinquency of a child	Chaperone own child only
Crimes involving drugs	Cannot visit/volunteer/chaperone
Crime involving arson, burglary, theft, robbery, bribery	Cannot visit/volunteer/chaperone
Crimes involving tampering with a tracking device and violation of probation	Chaperone own child only
Crime that occurred near school with a gun	Cannot visit/volunteer/chaperone
Felony battery charge	Cannot visit/volunteer/chaperone

Table 5 is the baseline for people with two offenses in the past 5 years. If the offenses have two different base results (i.e., one offense results in no restrictions and the two offenses result in own child only), the most restrictive result will be implemented.

Table 5

Type of Crime	Baseline
Misdemeanor for operating under the influence	Chaperone own child only
Crimes involving operating under the influence with a minor in the vehicle	Cannot visit/volunteer/chaperone
Crimes involving the use of guns/illegal carrying of guns	Cannot visit/volunteer/chaperone
Crime that involves abuse	Cannot visit/volunteer/chaperone
Crime involving illegal substances	Cannot visit/volunteer/chaperone
Crime involving endangerment/harm of others	Cannot visit/volunteer/chaperone
Crimes involving truancy and contributing to the delinquency of a child	Chaperone own child only
Crimes involving drugs	Cannot visit/volunteer/chaperone
Crime involving arson, burglary, theft, robbery, bribery	Cannot visit/volunteer/chaperone
Crimes involving tampering with a tracking device and violation of probation	Cannot visit/volunteer/chaperone
Crime that occurred near school with a gun	Cannot visit/volunteer/chaperone
Felony battery charge	Cannot visit/volunteer/chaperone
Crimes involving mistreatment or death of animals	Cannot visit/volunteer/chaperone

*Adapted from the South Milwaukee and La Crosse School Districts