

**PROPOSED BOARD POLICY REGARDING  
PAYMENT OF FINGERPRINTING FEES**

Education Law §1950(4) requires a criminal history record check through the fingerprinting of all prospective employees. The Regulations of the Commissioner of Education promulgated pursuant to the statute require payment of a fee for the processing of the prospective employee's fingerprints.

The Board of Cooperative Educational Services will pay the fee for the processing of the fingerprints of all prospective non-instructional employees whose annual salary is equal to or less than \$17,000.

For purposes of this policy, a non-instructional employee means any employee who is not required to hold a certification by the State Education Department and who is directly employed by the Board of Cooperative Educational Services and who will reasonably be expected by BOCES to provide services which involve direct contact, meaning in person, face-to-face communication or interaction with students under the age of 21. This policy does not cover employees of contractors to the Board of Cooperative Educational Services.

**Charlotte Valley Central School - Revised Policy # 62**

**Adopted, readopted or revised by the Board of Education on: July 03, 2008**

By: \_\_\_\_\_  
**Clerk of the Board of Education**