

## DISCLOSURE STATEMENT & CONSENT TO CONDUCT CRIMINAL CHECK

The tremendous responsibility the Two Rivers Public School District has to its school children and community necessitates the following information from all applicants regarding convictions.\* A record of conviction does not prohibit employment; however, failure to complete this form accurately and completely may mean disqualification from consideration for employment or may be cause for dismissal if employed. Applicants must report any convictions that occur subsequent to the time they initially completed this form. Please provide all the information requested within three work days to the District Administrator, Two Rivers Public School District, 4521 Lincoln Avenue, Two Rivers, WI 54241.

Name \_\_\_\_\_

Current Address \_\_\_\_\_

Other Names Used \_\_\_\_\_ Dates of Usage \_\_\_\_\_

Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

Have you ever been convicted\* of or do you presently have pending any violations of law other than minor traffic violations? (In accordance with state law, convictions or pending charges will not be used or considered unless they are substantially related to circumstances of the particular job.)  No  Yes If yes, please fill in the information below and attach a letter of explanation. If you have more than two convictions or pending charges, list them on a separate sheet.

### CONVICTION INFORMATION

	Conviction charge # 1	Conviction charge #2
a. Date of Conviction:		
b. Court of Conviction:		
c. City:		
d. State:		
e. Amount of Fine:		
f. Length of Jail Term:		
g. Remarks:		
h. Length and Terms of Probation:		

*\*Conviction means the final judgment of a verdict or a finding of guilty, a plea of guilty, or a plea of nolo contendere, in any municipal, state, or federal court of competent jurisdiction in a misdemeanor, civil, or criminal case, regardless of whether an appeal is pending or could be taken. Conviction does not include a final judgment which has been expunged by pardon, reversed, set aside, or otherwise rendered invalid.*

I authorize the Two Rivers School District to contact the Wisconsin Department of Justice (Criminal Information Bureau) as well as any other local or state law enforcement office, to investigate all statements contained herein and understand that any document relevant to this information may be reviewed by the agents of the Two Rivers Public School District. I also authorize the District to obtain any and all information resulting from background checks or investigations conducted by the Department of Public Instruction. I understand that my employment is not finalized until the background investigation has been completed. This consent shall be interpreted liberally in favor of the District's access to information.

I certify that the information provided above is true and correct without omissions of any kind. I agree that the District shall not be held liable in any respect if my employment is denied or terminated because of false statements, answers provided, or omissions made by me in this application. In consideration of the school district's review of this application, I hereby release the District as well as all providers of information from any liability and for any damage which may result from the furnishing and receiving of this information.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

The Two Rivers Public School District does not discriminate on the basis of sex, race, color, religion, national origin, ancestry, creed, pregnancy, marital status or parental status, sexual orientation, or physical, mental, emotional, or learning disability or handicap in its education program or activities.