

**South Lyon Community Schools  
School Safety Legislation Acknowledgement Form**

My signature below indicates that I have received, read and understand the **School Safety Legislation memo for South Lyon Community School District Employees.**

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Position

\_\_\_\_\_  
Building

Please return this page to:

South Lyon Community Schools  
Administrative Services  
345 South Warren  
South Lyon, Michigan 48178

# SOUTH LYON COMMUNITY SCHOOLS

TO: District or Contracted Employee

FROM: Assistant Superintendent  
Administrative Services

RE: School Safety Legislation

“School Safety” legislation (2005 PA 129-131 and 138) that was enacted into law in 2005 had an impact on the employment of all public and non-public school regular and contracted employees. Cited below are the key provisions of these laws and how they will affect you and the District.

## Fingerprinting

- **All school staff (including contracted employees) hired on January 1, 2006 and thereafter are required to have a criminal history record check (fingerprinting) conducted by the Michigan State Police (MSP) and the Federal Bureau of Investigation (FBI). All school staff hired prior to January 1, 2006 were fingerprinted in a mass fingerprint check conducted by the District and submitted to the MSP prior to July 1, 2008.**

## Self-Reporting Offenses

- **As of January 1, 2006, as an employee or contracted employee of the District, in the event you have been charged/arraigned on certain identified crimes you are required to self-report the information to South Lyon Community Schools, Assistant Superintendent for Administrative Services and your employer, if contracted, and the Michigan Department of Education (MDE). You must do so within three (3) business days of the arraignment or you will be guilty of an additional crime. The form to report this information is available at the Administrative Services Department.**
- **Subsequently, when an employee or contracted employee is convicted of a non-listed offense or specific misdemeanors the District is required to make a determination whether or not to continue his/her employment.**
- **The District shall not employ, in any capacity, an individual who has been convicted of a crime that requires registration as a sex offender. The employee’s employment will be terminated and employment, in any capacity, in a Michigan K-12 school will be prohibited.**

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- **It is important to remember that this requirement is in effect the entire time you are an employee, or contracted employee, of the South Lyon Community Schools.**
- Please be aware that the District cannot offer binding legal opinions concerning your obligations under the new law. Therefore, you may wish to seek additional assistance from the Michigan Department of Education or your attorney.

### **MDE/State Police Reporting**

- The Michigan Department of Information Technology, Department of Education, and State Police have worked collectively to develop and implement an automated reporting program. The program compares the list of Registered Educational Personnel (a District report required by the MDE known as the REP) with the conviction information database. If a person on the report has been convicted of a crime, the MDE is required to notify the District indicated on the report. Convictions for Listed Offenses will require the immediate dismissal of the employee.

If you have further questions, please contact Melissa Baker (248-573-8130). Additional information is available at the following website:

[www.michigan.gov/teachercert](http://www.michigan.gov/teachercert)

<http://www.legislature.mi.gov>