

THIS FORM MUST BE COMPLETED BY ALL SERVICE PROVIDERS

Vendor (Name): _____

Contract Dates: _____ Drivers License Number: _____ Date of Birth: _____

_____ Will employees, including you have continuing duties related to the proposal or contract named above or any other services performed at GPISD?

Until further guidance is received, GPISD considers “continuing duties” to mean repetitive work duties rather than a onetime appearance or engagement.

_____ Will those employees, including yourself, have direct contact with students?

Direct contact with students is contact that results from activities that provide substantial opportunity for verbal or physical interaction with students and that is not supervised by a certified educator or other professional district employee. Examples include unsupervised coaching, tutoring, or other services to students. 19 Tex. Admin. Code § 153.1101(7).

If either question is answered “no” vendor should complete section 2 of this form.

If answer to both questions is “yes” vendor should complete section 3 of this form.

I agree and understand employees of the company or individuals, including myself, who have not received the required criminal background check because the above description does not apply to them/myself will be considered visitors when on school campuses and must follow school district and campus policies related to visitors on school campuses.

Signature of Vendor

Print Name _____

Date _____

As a result of revised DPS procedures related to access to national criminal history record information, only NCPA qualified school district contractors have access to national criminal history record information. Accordingly, non-NCPA qualified contractors must cooperate with the school district in facilitating criminal history reviews when the school performs the DPS FACT Clearinghouse review of criminal history record information in place of the school contractor. Accordingly, contractors must certify one of the following, depending on whether contractor is NCPA-qualified.

_____ **NCPA Qualified:** The undersigned certifies that all employees, including myself, of the company that I own, operate, or manage, or myself as an independent contractor who have continuing duties related to the service to be performed on a GPISD campus and who also have direct contact with students have undergone the required criminal history background check or national criminal history record information review which may include fingerprints and photographs and that no prohibited contact as described herein was revealed.

OR

_____ **Non-NCPA Qualified:** The undersigned certifies that I have ensured that all employees, including myself, of the company that I own, operate, or manage, or myself as an independent contractor who have continuing duties related to the service to be performed on a GPISD campus and who also have direct contact with students have cooperated with GPISD in submitting all information necessary for GPISD to utilize its LEE Fast Pass procedure to perform the required criminal history background check or national criminal history record information review which may include fingerprints and photographs.

Signature of Vendor

Print Name _____

Date _____