
Board Policy
Chapter 7 – Human Resources

BP 7337 FINGERPRINTING**References:**

Education Code Sections 87013 and 88024;
Penal Code Sections 11102.2 and 11077.1

The Board of Trustees is committed to maintaining a safe and secure learning and working environment for students, employees, and the community. In accordance with applicable law, the District shall require fingerprinting and a background check as a condition of initial employment for all academic and classified personnel.

All persons selected for employment in academic or classified positions shall be required to submit fingerprints for processing through the California Department of Justice. The processing of fingerprints shall be conducted prior to the individual's first day of paid service. Employment is contingent upon clearance following a review of information received from the Department of Justice and the Federal Bureau of Investigation.

The Superintendent/President or their designee is authorized to determine the method of fingerprint submission, which may include Live Scan or other approved methods, and to ensure compliance with confidentiality and security requirements concerning criminal background information.

Failure to complete the fingerprinting requirement or obtain the required clearance may result in disqualification from employment or termination of an offer of employment.

Also see AP 7337, BP/AP 7120 Recruitment and Hiring, Personnel Commission's Laws/Rules, and the related collective bargaining agreements for applicable employee groups.

Approved: July 9, 2025

(This is a new policy)