

INTER-LOCAL AGREEMENT
Safe Schools Project Full Service Package
Region 4 Education Service Center
November 2007 – October 2008
Contracting Parties

College Station Independent School District
Name of District

021 901
County - District Number

Region 4 Education Service Center

101 950
County - District Number

This agreement is effective immediately and shall be automatically renewed for each successive one-year period, subject to agreement by the parties to any price change, unless either party gives sixty (60) days prior written notice of non-renewal. This agreement may be terminated with or without cause by either party upon sixty (60) days prior written notice, or also may be terminated for cause at anytime upon written notice stating the reason for and effective date of such terminations and after giving the affected party a thirty (30) day period to cure any breach.

Statement of Services to be Performed

Authority for such services is granted under Chapter 791.001 to 791.029 of the Government Code, V.T.C.A., as amended. The purpose of the Region 4 ESC Safe Schools Project is to provide criminal background checks of applicants for employment as well as active employees and volunteers for member school districts through a program coordinated with First Advantage Enterprise Screening Corporation, doing business as (dba) the Safe Schools Project.

Role of the Safe Schools Project includes the following:

1. **INSTANT FIRST INQUIRY CRIMINAL RECORD CHECK.** The district will have unlimited access to the Safe School Project's First Inquiry criminal record data center which provides instant access to over 180 criminal record databases including information from the Texas Department of Public Safety, Texas Department of Corrections, sex offender data from all 50 states, individual county criminal records, and criminal records files from other states. First Inquiry can be used on an unlimited basis for screening of applicants, current employees, volunteers and all other personnel. If additional databases are acquired by the Safe Schools Project, they will be added to the First Inquiry criminal record check.
2. **BATCH PROCESSING OF FIRST INQUIRY CRIMINAL RECORDS CHECKS.** All personnel can be batched processed through First Inquiry with results of the entire batch returned to the district.
3. **DISPUTE RESOLUTION SERVICE.** The Dispute Resolution program relieves the school staff from the dealing with any person who disputes the accuracy of a criminal record. The school district will give the person the 1-800 phone number of the Safe Schools Project and after resolution, the district will be notified of the results.
4. **CONSULTING SERVICES RELATED TO CRIMINAL RECORDS, PERSONNEL POLICIES AND PROCEDURES.** The school district will have access to comprehensive administrative and personnel management consulting relating to criminal records via e-mail access

to consult@safe-schools.com. This includes access to sample applications and forms to help insure that appropriate policies and procedures are in place to deal with criminal history information.

5. **SOCIAL SECURITY NUMBER TRACE AND SEARCH OF COUNTY CRIMINAL RECORDS IN IDENTIFIED COUNTIES OF RESIDENCE NATIONWIDE.** This search is performed as follows. A social security number trace is conducted to identify counties of current and prior residence, typically going back approximately 7 to 10 years. The criminal record check is then conducted by performing a search of the available county criminal record files (anywhere in the U.S.) in all counties of residence identified by the social security number trace and submitted by the school district. A First Inquiry Criminal Record Check (see Number 1 above) is also performed. With the exception of unforeseen circumstances such as weather, courthouse closures, and interruptions beyond control of the Safe Schools Project, results of the criminal record searches will be typically returned within 2 to 3 business days following the day of receipt of the request.
6. **AUTOMATED SEARCH OF SAFE SCHOOLS PROJECT ARCHIVES.** A search of the archives of all previous Safe Schools Project county by county criminal record checks will be performed prior to initiating a new county by county criminal record check. If a criminal record is found in the automated search of the archives, the need for a new nationwide County Criminal Record check may be eliminated depending on the school district's policy.

LIMITATION OF LIABILITY. Neither party nor their agents shall be liable for any indirect, incidental, contingent, consequential, punitive, exemplary, special or similar damages whether incurred as a result of negligence or otherwise. It is also understood that since the jurisdictions compiling the databases contained in First Inquiry do not always receive all records from sources covered by their jurisdictions and since such databases are updated on a periodic basis, not all criminal conviction records are contained in First Inquiry. A Social Security Number trace and county by county criminal record check, as described in Section 5 above, might reveal records not identified by First Inquiry. It is also understood that it is possible that records reported from First Inquiry may not be the same as the person being checked due to the similarity of demographic identifiers, particularly with regard to persons with common names (i.e., there could be more than one person with the same first and last name and date of birth). As a result, it is understood that the First Inquiry database search should always be used in conjunction with a further criminal record check in instances where First Inquiry indicates the existence of an applicable criminal record. It should be understood that a criminal record search from any source represents a snapshot of the records which are searched.

Role of the Member School District

1. Commit to participate in the program by an authorized signature in the appropriate space below.
2. Designate a district contact administrator.
3. Select applicable package:
 - Package 1 consisting of items 1 - 6 above including county by county criminal record checks on Number of persons up to 25% of TEA FTE Snapshot Count, (i.e., checks on up to 294 persons) for an annual fee equal to \$8.50 X FTE Count (i.e., \$8.50 X 1,177 FTE's = \$10,004.50) to be paid at beginning of term. Additional county by county criminal record checks, if any, will be billed monthly at a rate of \$22.00 per unique name (i.e. maiden name, other married name). All court costs in performing county by county criminal record checks will be absorbed by the Safe Schools Project.
 - Package 2 consisting of items 1 - 6 above including county by county criminal record checks on number of persons up to 30% of TEA FTE Snapshot Count, (i.e., checks on up to 353 persons) for an annual fee equal to \$9.00 X FTE count (i.e., \$9.00 X 1,177 FTE's = \$10,593.00) to be paid at beginning of term. Additional county by county criminal record checks, if any, will be billed monthly at a rate of \$22.00 per unique name (i.e. maiden name, other married name). All court costs in performing county by county criminal record checks will be absorbed by the Safe Schools Project.

