

**FINGERPRINTING
JESSICA LUNSFORD ACT**

BAKER COUNTY	Deborah Hodges	904-259-0426 By appointment only	<p>\$61.00 plus \$6 for subsequent year for storage and record keeping. Credit Card or Money Order Make Money Order out to: Fingerprinting Services, LLC or may use Credit Card. If using a Credit Card must pre-register at: www.flprints.com Print out confirmation and take with you!</p>	Good for Five (5) Years
CLAY COUNTY	Robin Huskey	904-284-6500 x 2733 OR 904-272-8100 x 2733 By appointment only	<p>\$61.00 Credit Card or Money Order Make Money Order out to: Fingerprinting Services, LLC or may use Credit Card. If using a Credit Card must pre-register at: www.flprints.com Print out confirmation and take with you!</p>	<p>Good for Five (5) Years County will issue cards stating you are in compliance with the <i>Jessica Lunsford Act</i></p>
DUVAL COUNTY	3 Person Staff	904-390-2005 OR 904-390-2006 By appointment only	<p>\$61.00 Credit Card or Money Order Make Money Order out to: Fingerprinting Services, LLC or may use Credit Card. If using a Credit Card must pre-register at: www.flprints.com Print out confirmation and take with you!</p>	Good for Five (5) Years

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**FINGERPRINTING
JESSICA LUNSFORD ACT**

NASSAU COUNTY	Troy Arnold	904-277-9021 By appointment only	\$79.00 includes an \$18.00 administrative fee Please see attached Q & A from the Nassau County School District	Good for Five (5) Years County will issue cards stating you are in compliance with the <i>Jessica Lunsford Act</i>
ST. JOHNS COUNTY	Tabitha Millar	904-819-7611 By appointment only	\$61.00 Credit Card or Money Order Make Money Order out to: Fingerprinting Services, LLC or may use Credit Card. If using a Credit Card must pre-register at: www.flprints.com Print out confirmation and take with you!	Good Indefinitely



Nassau County School District

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Jessica Lunsford Act

A Message to vendors and Contractors with the Nassau County School Board

The Jessica Lunsford Act was passed by the 2005 Florida Legislature in response to the abduction of Jessica Lunsford in Citrus County. This new law, effective September 1, 2005, will affect you if you have a relationship with the School Board and you, your employees or your agents will be on school grounds if students are there or have direct contact with students or have access to or control of school funds.

A copy of House Bill 1877, which was approved by the Governor on May 2, 2005 [Chapter 2005-28, L which pertains to the school board, can be found by accessing the following [link](#).

Frequently Asked Questions

Who is required to be fingerprinted (screened)?

The law requires that certain "contractual personnel" must meet Level 2 screening requirements as defined in § 1012.32, Florida Statutes. "Contractual personnel" includes any vendor, individual or entity under contract with the school board. If an entity does business with the school board, then its employees and agents, including contractual personnel, must meet the Level 2 background screening requirements if they:

- are permitted access on school grounds when students are present, or
- have direct contact with students, or
- have access to or control of school funds.

If you have no personnel who meet any of these criteria, the law does not apply to you, and you do not need to be screened. However, if you or other personnel from your business meet any of the three criteria above, ensure that those personnel are fingerprinted and screened.

Others who must be screened include sports officials.

What is Level 2 screening?

Level 2 screening means that the person is fingerprinted, followed by a statewide criminal and juvenile record check through the Florida Department of Law Enforcement (FDLE), and federal criminal records check through the Federal Bureau of Investigation. Level 2 screening may also include a check of local criminal records and law enforcement agencies.

The person "must meet Level 2 screening requirements as described in § 1012.32 [Florida Statutes]." The statute states that "persons subject to this subsection found through fingerprint processing to have been convicted of a crime involving moral turpitude shall not be employed, engaged to provide services, or serve in any position of direct contact with students."

What is "Conviction" of a crime?

For purposes of complying with this law, conviction means that the person has been found guilty of, or has been adjudicated, or entered a plea of nolo contendere or guilty to the crime involving moral turpitude. Pending (open) criminal case that may involve moral turpitude will be considered on a case-by-case basis.

What is Moral Turpitude?

"Moral turpitude is a crime that is evidenced by an act of baseness, villainy or depravity in the private or domestic relations which, according to the accepted standards of the time a man owes to his or her fellow man or to society, and the doing of the act itself and not its prohibition by statute fixes the moral turpitude." State Board of Education Rule 6B-4.009(6), F.A.C.

For example, the following crimes are considered to involve moral turpitude:

Felony crimes of violence
 Felony sale of controlled substances
 Felony sexual-related crimes
 Lewd and lascivious crimes
 Indecent exposure
 Felony child abuse crimes

Please Note: This list is intended only to provide examples; it is not all-inclusive. Other offenses may be considered to involve moral turpitude.

In plain language what does this mean to vendors or those with contracts with the school board?

If you are a vendor or contractor (e.g. someone who fills vending machines, repairs equipment, provides services) and you come on any Nassau County School campus during times when students are present, you must undergo Level 2 screening by the Nassau County School Board to ensure that you can be on campus. If a person fails Level 2 screening standards, he or she will not be permitted to conduct business on school board property as a vendor or contractor.

When can vendors and contractors be Level 2 screened?

Immediately

Where do vendors and contractors go to be screened?

To the Office of School Safety and Security located at the Yulee Community Education Center, 8509 North 17th, Yulee, Florida. An appointment should be made in advance by calling Troy Arnold, Coordinator of School Safety and Security, at 277-9021.

What is the cost?

Each individual screening costs \$79. This includes the processing by the Florida Department of Law Enforcement and the Federal Bureau of Investigation. It also includes an administrative fee for retaining the fingerprints.

How do vendors, contractors, or individuals pay?

For the \$61 there are two forms of payment; a money order made payable to Fingerprinting Services, Inc. or you can pay on line with a MasterCard or Visa by going to www.flprints.com. Each individual must pay separately. These are the ONLY forms of payment which will be accepted for this \$61, no checks or cash. An administrative fee of \$18 or money order made payable to the Nassau County School Board for \$18 will be paid at the time of fingerprinting. Cash will also be accepted.

How long will it take to be Level 2 screened?

At least fifteen minutes and perhaps longer depending on the volume of those needing to be screened. Results can take up to forty-eight hours.

What are the hours for the screening office?

2:00pm to 4:00pm Monday through Thursday, other times by appointment.

Once individuals have been fingerprinted, and photographed, how do vendors or contractors get their ID cards and how have they been screened?

All persons who have undergone Level 2 screening should contact Sharyl Wood, Executive Director of Security Services, within 72 hours of their screening at (904) 491-9905. Each cleared vendor or contractor will receive an ID card. The vendor or contractor will be required to carry the ID card, along with a government-issued picture ID and a driver's license, while on school campuses. School administrators are informed of the outcome of the screening.

Employers will be notified upon request if an employee passes the screening.

Is an individual who has been found guilty of a crime involving moral turpitude five years ago eligible to pass the Level 2 screening?

Florida law doesn't care how long ago the individual was found guilty, or that it was in another state. If the individual is a disqualifier, the employee would not be allowed to conduct business on a Nassau County School Board campus.

If an individual fails the screening, does the employer learn why?

No, if an employee fails the screening this information cannot be shared with the employer due to public law. However, the employer will be notified upon request of all employees who have been cleared through the screening process.

If a local law enforcement agency is willing to train our company how to screen our own employees, would this be acceptable if we provide proof?

No. The statute requires a Level 2 screening and NOT a local check. A Level 2 screening involves a background check of all FDLE files. Your company would not be able to secure access to these files. Therefore all screening must be done by Nassau County Schools.

Do all vendors and contractors have to be screened by every district with which they do business? Can Nassau County Schools accept screening from another District?

A vendor or contractor screened by another school district may request that Nassau County Schools review their screening record from the FDLE's shared database. The record will be reviewed to determine clearance by Nassau County. Each district makes an independent decision on the clearance of an individual.

Do PTA representatives need to be screened when visiting schools?

No.

Do tour bus operators that take students on tours need to be screened if they require chaperones for students at all times?

The statute does not make any provisions for chaperones or persons who are accompanied by a Nassau County School Board employee. Any persons doing business with Nassau County Schools who come on a campus with children are present MUST have passed a Level 2 Screening. Therefore, tour bus operators MUST be screened before coming on our campus.

How about field trip locations?

Personnel and volunteers at field trip locations such as museums, that are not school board sites, do not need to be screened.

What about the Boy's and Girl's Club, the YMCA and other child care providers?

Individuals working with these programs would need to be screened.

What about vendors for school dances and assemblies on our school sites?

Vendors providing these services need to be screened.

Can an individual provide proof of Level 2 screening if they have previously been screened at another school district?

The Florida Legislature did not provide for this in the statute, so at this time all individuals must be screened by Nassau County Schools.

What about construction contractors, subcontractors and day laborers working on school sites?

All construction workers on school board sites where students are present must be screened, even if they are not on the school board site. This includes all subcontractors and material suppliers for the General Contractor.

How will pre-bid conferences be handled when the conference is at a school site and it is unknown which vendors might show up for the conference?

Those attending a pre-bid conference that are not yet under contract with the school board do not need to be screened.

What about delivery personnel such as United States mail carriers, UPS workers, FED EX employees making school site deliveries?

These individuals do not need to be screened unless they are under contract with the school board.

What about routine school deliveries such as food service products vending machine items and supplies?

These delivery personnel must be screened if they are on the school grounds when students are present.

District Office ~ 1201 Atlantic Avenue, Fernandina Beach, FL 32034 ~ (904) 491-9900
Please direct all questions, comments, and suggestions to info@nassau.k12.fl.us
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