

# Hiring Guidelines

## School District Hillsborough County

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**For Instructional and Administrative Positions:** The Hillsborough County School District strictly adheres to Florida Statute 1012.315 to determine hiring eligibility for all instructional and administrative positions that require direct contact with students as defined by Florida Statute 1012.01. An applicant is ineligible for employment as a school administrator or instructional personnel if he or she has been convicted of any crime as defined by Florida Statute 1012.35. Applicants will be considered for employment using the following *factors numbered below* in relation to their criminal records, and the specific job being applied for.

**For positions that do not require student contact:** Any applicant who has been convicted or pled guilty to, had adjudication withheld, or participated in any prosecutorial or judicial intervention program related to any felony identified in Florida Statute. 1012.315 involving sex, child abuse, drugs, homicide, acts involving violence, will be considered on a case-by-case basis using the *factors numbered below* in relation to their criminal records, and the specific job being applied for. Applicants must have satisfactorily completed any probationary period or sentencing requirements and 5 years must have passed with no additional charges.

**For All Applicants with Previous Misdemeanor Charges:** Any applicant who has been convicted, pled guilty or no contest to, had adjudication withheld, or participated in any prosecutorial or judicial intervention program related to any misdemeanor charge will be considered on a case-by-case basis using the *factors numbered below* in relation to their criminal records, and the specific job being applied for. Applicants must have satisfactorily completed any probationary period or sentencing requirements and 3 years must have passed with no additional charges.

*Eligibility Criteria will be considered for employment using the following numbered factors in relation to the criminal records and the specific job applied for:*

1. *Job-Relatedness*
2. *Amount of time that has passed since the most recent conviction*
3. *Circumstances under which the offense occurred*
4. *The age of the applicant when the crime was committed*
5. *Whether the offense was an isolated or repeated violation*
6. *Evidence of rehabilitation*

**Note: These guidelines are utilized to determine eligibility for all volunteer coaches.**

### **For your reference:**

#### **Felonies: Ineligible for Hire under section Florida Statute (F.S.) 1012.315**

- Abuse of an elderly person or disabled adult or lewd or lascivious offenses committed upon or in the presence of an elderly person or disabled person (Sections 825.102, 825.1025, F.S.)
- Abuse, neglect with disabled adults, adult abuse (Section 415.111, F. S.)
- Aggravated Assault (Section 784.021, F.S.)
- Aggravated Battery (Section 784.045, F.S.)
- Arson (Section 806.01, F.S.)
- Battery if the victim of the offense was a minor (Section 784.03, F.S.)
- Causing, encouraging, soliciting, or recruiting another to join a criminal street gang (Section 874.05, F.S.)
- Dealing in stolen property (Section 812.019, Florida Statute)
- Exhibiting firearms or weapons at a school-sponsored event, on school property or within 1,000 feet of a school (Section 790.115(1), F.S.)
- Female genital mutilation (Section 794.08, F.S.)
- Fraudulent sale of controlled substances (Section 817.563, F.S.)
- Incest, child abuse, aggravated child abuse or neglect of a child (Sections 826.04, 827.04, F.S.)

- Introduction, removal, or possession of contraband at a correctional facility (Section 944.47, F.S.)
- Kidnapping or False Imprisonment (Sections 787.01, 787.02, F.S.)
- Lewdness and indecent exposure (Chapter 900, F.S.)
- Luring or enticing a child (Section 787.025, F.S.)
- Luring or enticing a child or removing a minor with criminal intent (Section 787.04(3), F.S.)
- Murder, Manslaughter (Sections 782.021, 782.07, F.S.)
- Obscenity (Section 847, F.S.)
- Possessing an electric weapon or device, destructive device, other weapon at a school-sponsored event or on school property (Section 790.115(2)(b), F.S.)
- Prostitution (Chapter 796, F.S.)
- Removal or possession of contraband at a juvenile detention facility or commitment program (Section 985.711, F.S.)
- Resisting arrest with violence (Section 843.01, F.S.)
- Robbery, carjacking, home invasion (Sections 812.13, 812.131, 812.133, 817.563, F.S.)
- Sexual activity with certain minors (Section 794.05, F.S.)
- Sexual activity with or solicitation of a child by a person in familial or custodial authority (Section 794.041, F.S.)
- Sexual Battery (Section 794.011, F.S.)
- Sexual misconduct (Sections 393.135, 394.4593, F.S.)
- Sexual misconduct in a juvenile justice program (Section 985.711, F.S.)
- Sexual misconduct with certain forensic clients and reporting of such sexual misconduct (Section 916.1075, F.S.)
- Sexual performance by a child (Section 827.071, F.S.)
- Theft from persons 65 years of age or older (Section 812.0145, F.S.)
- Theft in excess of \$3,000 (Section 812.014(6), F.S.)
- Voyeurism or video voyeurism (Sections 810.14, 810.145, F.S.)

**Any Misdemeanor below will be ineligible for hire:**

- Battery if the victim of the offense was a minor (Section 784.03, F.S.)
- Luring or enticing a child (Section 787.025, F.S.)

**Federal or State Offenses will be ineligible for hire:**

- Criminal act committed in another state or under federal law which, if committed in this state, constitutes an offense prohibited under the statute listed under 1012.315 (1) or (2), Florida Statute
- Any delinquent act committed in this state or any delinquent or criminal act committed in another state or under federal law which, if committed in this state, qualifies an individual for inclusion on the Registered Juvenile Sex Offender list under s. 943.0435(1)(a)1.d.

**These above listed hiring guidelines are consistent with board policy: 1121.01, 3121.01, and 4121.01**