

Oct. 22, 2018

ACTION REQUIRED

RESPONSE DUE: November 16, 2018

TO THE ADMINISTRATOR ADDRESSED:

Subject: 2018-19 Annual Fingerprinting Certification and Statement of Compliance

Chapter 22, Subchapter C, of the Texas Education Code (TEC) requires school districts and open-enrollment charter schools to ensure that certain individuals are fingerprinted to undergo a national criminal history records review, and that other individuals undergo a name-based criminal history record information review. In addition, superintendents of districts and chief operating officers of charter schools must certify annually that the district or charter school has complied with TEC §22.085.

Accordingly, please sign, notarize, and submit your completed "[2018-19 Annual Fingerprinting Certification and Statement of Compliance](#)" via email to FingerprintingCompliance@tea.texas.gov by **November 16, 2018**.

As a reminder, by certifying that a school district or charter school is in compliance with TEC §22.085, a superintendent or chief operating officer is also confirming that all requirements have been met for employees at each district campus that has entered into a partnership under TEC §11.174 (*Contract Regarding Operation Of District Campus*) and been granted a charter under TEC Chapter 12, Subchapter C, as well as for all employees of a district that has been designated as a District of Innovation under TEC Chapter 12A.

Please be aware that superintendents and chief operating officers, as well as school districts and charter schools that fail to certify and return the attached form by the deadline may be subject to:

1. Inclusion in a permanent public notice that lists all school districts and open-enrollment charter schools who failed to certify compliance with fingerprinting and background check requirements;
2. A special accreditation investigation as defined under TEC §39.057;
3. An investigation of the superintendent or chief operating officer who has violated TEC §11.201(d)(13) or 19 Texas Administrative Code §249.15 by failing to complete the certification as required; and
4. An investigation of an educator who knew or should have known, through a criminal history record information review, that an employee or applicant had been convicted of certain

offenses, as set forth in TEC §22.085(a), and the educator retains the employee or hires the applicant.

If you have any questions regarding this letter, please submit your inquiry through the Fingerprinting Help Desk at <https://txeduagency.zendesk.com/hc/en-us>.

Sincerely,

Ryan Franklin
Associate Commissioner
Educator Leadership and Quality

Attachment: [2018-18 Fingerprinting Certification of Compliance](#)