

Please read and sign the following Vendor Rules and Background Check Agreement:

I understand that I must comply with all Board policies and school rules while serving as a vendor. I further understand that my authorization to serve as a vendor may be terminated at the discretion of RSU5.

My signature below constitutes authorization to check criminal arrest and conviction records, reference checks and release of investigatory information possessed by any state, local or federal agency. I further authorize those persons, agencies or entities that RSU5 contacts in connection with my application to fully provide RSU5 any information on the matters set forth above. I understand that information submitted in and with this application may be disclosed to a screening and/or interviewing committee which may include school committee members, administrators, other staff and members of the community. I give my consent to this disclosure. I hereby certify that this application contains no willful misrepresentation or falsification and that the information given by me is true and complete to the best of my knowledge and belief. I understand that my answers may be verified and that I may be declared ineligible to work if the information contained herein, upon investigation, is found to be misrepresented or falsified. Moreover, if during the course of my service my record status changes because of current unlawful activity or transgression, I understand that I must notify the appropriate administrator and that I may be declared ineligible to work.

Signature

Date

Please read and sign the following Confidentiality Agreement:

Students in RSU5 have the right to expect that information about them will be kept confidential by all staff. Additionally, the U.S. Congress has addressed the privacy-related concerns of educators, parents and students by enacting the Family Educational Rights and Privacy Act (known more commonly as "FERPA" or the "Buckley Amendment". Among other provisions, FERPA allows the government to withdraw federal funds from any educational institution which disseminates a student's educational records without his or her parent's consent.

1. Each student with whom you work has the right to expect that nothing that happens to or about him or her will be repeated to anyone other than authorized school department employees, as designated by the administrators. Even when discussing a student with those who are directly involved in a student's education (teacher, principal, guidance counselor, etc.) you may not share otherwise confidential information with them unless it is relevant to the student's educational growth, safety or well-being.
2. You may not share information about a student even with others who are genuinely interested in the student's welfare (social workers, scout leaders, clergy or nurses/physicians unless such confidential information is necessary for a student's care in a grave medical emergency). You must refer all such questions to the school employees so authorized- typically the Director of Community Programs.
3. Before you speak, always remember that violating a student's confidentiality isn't just impolite, it is against the law!

As an instructor for RSU5, I agree never to disclose information about a student's records or progress to anyone other than an authorized school department employee. I will refer all requests for such information from those not directly involved in the student's education to authorized school district employees. I understand that if I breach confidentiality, I will lose my privilege to work in RSU5.

Signature

Date