

Minnesota State High School League

Background Checks for Official Applicants

POLICY

Persons who apply to become a registered sports official with the Minnesota State High School League, may not have engaged in any action, which within the discretion of the MSHSL Board of Directors, or their representative, gives rise to a concern over the safety of minors or others involved in MSHSL sponsored programs; indicates that the applicant cannot objectively perform an official's duties; or otherwise is inconsistent with the MSHSL's responsibilities to its member schools, the student participants, or the parents of participants.

All officials who apply to become a registered Minnesota State High School League official must submit to a background check. Background checks will be conducted on all officials prior to their completely registration for the 2009-10 school year; and thereafter, annually on all new officials. This background check will verify the applicant's social security number and address history, and screen their criminal conviction history.

In order to become or continue as a registered official for the MSHSL, the applicant may not have been convicted of a felony crime involving:

- a) a minor at any time
- b) the use, possession, or sale of a controlled substance within the last ten years
- c) the use or threatened use of violence against a person within the last ten years
- d) a sexual offense within the last ten years
- e) gambling within the last ten years

Any previous convictions meeting the above criteria shall result in the denial of registration. This denial may be waived by the MSHSL Board of Directors Executive Committee in individual cases if it determines in its sole discretion that there are circumstances justifying such a waiver or modification.

Upon receipt of information that indicates that an applicant will be denied registration, a pre-adverse action letter will be sent to the applicant, along with a copy of the screening report. The applicant will have ten days in which to contest any information that is inaccurate or incomplete. After ten days the information will be deemed to be accurate, and an adverse action letter will be sent, notifying the applicant that their request to be a MSHSL registered official has been denied.

Note: Beginning in 2015-16, background checks will be conducted on approximately 20% of registered officials each year, in addition to all new officials.