

**Discussion Topics for *How Is It Working? Fingerprinting and the Clearinghouse.*
FEN General Membership Meeting, January 30, 2026, Rosen Center.**

Please review the following questions and considerations in advance to help guide our discussion.

Scope and Coverage

- What decisions has your district made in determining which volunteers and contractors must use the Clearinghouse?
- How did your district manage noninstructional staff, coaches, after-school providers, and contractors with limited student contact? When is VECHS/FDLE screening sufficient, and when is Clearinghouse enrollment required?
- Do you have a threshold that triggers a volunteer's transition from local background checks to full Clearinghouse enrollment, especially for parent volunteers moving into higher-risk roles?

Legacy Transitions

- What is your district's approach for employees fingerprinted before the Clearinghouse launch: mass reprinting, reprinting at renewal, or only when roles change?
- How does your district handle staff with fingerprint records outside the Clearinghouse? Are they required to pay for additional prints?
- How does your district document their transition process to demonstrate clear, consistent compliance for auditors, DOE, and FDLE?

Operational Workflow

- How can HR teams, third-party fingerprint providers, and the Clearinghouse portal collaborate more effectively to minimize delays and data inconsistencies?
- What are appropriate timelines for investigating, placing on leave, or taking disciplinary action when the Clearinghouse reports an arrest or updated record—while maintaining fairness and student safety?
- How long does your district retain documentation of Clearinghouse alerts, eligibility decisions, and related personnel actions for compliance and legal purposes?

Technology and Systems

- Can Clearinghouse data (status, TCNs, renewal dates) be reliably integrated into existing HRIS, applicant tracking, and badging systems, or is manual tracking necessary?
- What is the most effective access and training model—centralized HR only or extended to school-based administrators—with proper confidentiality safeguards?

Costs and Equity

- Who covers the costs for initial fingerprinting, retention fees, and resubmissions—employees, contractors, volunteers, or the district? Is this bargained?
- How can districts address equity and recruitment challenges when fingerprinting requirements impose additional costs or repeated visits on volunteers or low-wage workers?