

Lucia Mar Unified School District

Human Resources Department

602-F Orchard Street, Arroyo Grande, CA 93420 · (805) 474-3000

Notice of Fingerprinting Services Rate Increase Effective July 1, 2019

Effective July 1, 2019, the Human Resources Department is increasing the cost of fingerprinting services to include FBI clearance in an effort to support student safety by eliminating any inter-state arrest gaps.

Type of Service	Rate through 6/30/17	Rate 7/1/17 – 6/30/19	Rate as of 7/1/19
Volunteers & New Employees (CA Residents 1+ Years)	\$45.00	\$50.00	\$67.00
Volunteers & New Employees (CA Residents Less than 1 Year)	\$62.00	\$67.00	\$67.00
Athletic Coaches	\$62.00	\$67.00	\$67.00
CTC Recommendations (Dual Transmission)	\$95.00	\$100.00	\$100.00

Appointment Information

Appointments can be made online through the Lucia Mar Unified School District website (www.luciamarschools.org/volunteers/).

Appointments are available on Monday, Tuesday, Wednesday, and Thursday. Walk-ins are not available. Due to the volume of calls received all appointments must be made online.

Appointments are available throughout the year, including the summer. We continue to advise volunteers, coaches, and incoming new employees to schedule fingerprinting before August. **Fingerprinting appointments in August, September, and October quickly fill up and may cause delays.**

Generally, processing time for fingerprints to clear is 3-5 business days. However, if someone has a prior conviction on his/her record it may take up to 30 days or longer. All volunteers in any capacity must have all of the prerequisites completed and on file with the Human Resources Office.

Volunteers/Prospective employees who have a felony conviction will not be eligible to serve as a volunteer or be employed. Volunteers/Prospective employees who are currently on formal or informal probation will not be eligible to serve as a volunteer/employee until the probationary period has been completed. Parents and/or guardians are not prohibited from being active in their children(s) education; however, they may be limited in volunteer capacities due to prior convictions and/or probationary periods. Please be advised that we do not accept fingerprint clearances from any other entity.