



## Adlai E. Stevenson High School

One Stevenson Drive, Lincolnshire, Illinois 60069

(847) 415-4000 • <http://d125.org>

Thank you for your interest in volunteering at Stevenson High School!

To further ensure student safety starting this school year Stevenson has implemented a practice of requiring volunteers to have a name-based criminal background check performed. This is done at no cost to you and is a one-time process. The result of the background check is kept confidential and will remain on file at the district office.

Please complete and sign the enclosed volunteer application. Also, complete the top portion (bolded fields) of the name-based background form and mail, fax or drop both forms to:

Dolores Schmitt  
SHS –District Office  
2 Stevenson Drive  
Lincolnshire, IL 60069  
847.634.0239 (fax)

If you have any questions regarding the volunteer application, please feel free to contact Laurie Dickinson at 847.415.4122. If you have any questions or concerns regarding the background check please contact Steve Cummins at 847.415.4111 or Dolores Schmitt at 847.415.4110.

Thank you again for your interest in volunteering and your cooperation.

Steve Cummins  
Director of Human Resources, SHS  
847.415.4111

Laurie Dickinson  
Volunteer Coordinator, SHS  
847.415.4122

# UNIFORM CONVICTION INFORMATION ACT NAME INQUIRY

(Please see the reverse side for instructions on completing this form.)  
(All fields marked in BOLD are mandatory)



### \*Required Fields

Transaction Control Number



FRM1130L67462146

Document Control Number

L67462146

Submitting Agency ORI - NCIC (If applicable)

IL 0 4 9 1 2 5 S

Cost Center  
(Office Use Only)

\* Subject's Last Name

\*First Name

Middle Name

\* Date of Birth

\*Sex

\*Race

The code values used in the Illinois State Police name search must include valid National Crime Information Center code values for certain fields. These fields include sex codes and race codes. The standard code values for sex codes include "M" for Male, "F" for Female, or "U" for Unknown. The standard code values for race codes include "W" for White (includes Mexicans and Latinos), "B" for Black, "A" for Asian/Pacific Islander, "I" for Indian/Alaskan Native, or "U" for Unknown. If your submission contains values other than the standard code values, the search results could be adversely affected.

Social Security Number

Drivers License Number

DL State

Requester's Name

Agency/Company Name

Return Address

Street Address: Two Stevenson Drive      City: Lincolnshire      State: IL      Zip Code: 60069

Foreign State/Country

Foreign Postal Code

Licensing or Employment  
Purpose

(Yes)

(No)

Fee Amount

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Please type or print all information.



Adlai E. Stevenson High School District 125  
Two Stevenson Drive  
Lincolnshire, Illinois 60069  
(847) 415-4000

## Volunteer Application

### Personal Information

First Name:
Last Name:
Street Address:
City, State & Zip:
Phone Number:
E-Mail Address:

### Person(s) to Contact in Case of Emergency:

Name #1:
Phone Number:
Relationship:
Name #2:
Phone Number:
Relationship:

I am volunteering for the following: (i.e. specify field trip, list specific event at school, etc.)

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### Legal Information

1. Have you ever been convicted of a criminal offense other than a minor traffic violation, which has not been sealed or expunged? <input type="checkbox"/> No <input type="checkbox"/> Yes, <b>please explain:</b>
2. Have you ever had any indicated finding of child abuse filed in your name? <input type="checkbox"/> No <input type="checkbox"/> Yes, <b>please explain:</b>
3. Does your name appear on the sex offender database in any state or county? <input type="checkbox"/> No <input type="checkbox"/> Yes, <b>please explain:</b>

Confirmation: Please read carefully before checking the box.

I authorize Adlai E. Stevenson High School District 125 to conduct an investigation pursuant to 105 ILCA 5/10-21.9 to determine whether I have been convicted of any criminal or drug offenses as set forth in such statute, and, upon request, I agree to execute an investigation authorization form. I understand that I may not volunteer unless such investigation has been initiated.

I agree  I disagree

Signed: \_\_\_\_\_ Date: \_\_\_\_\_