

**Policy Statement On Criminal Background Investigations
For
The Golden K Kiwanis Club of The Army Residence Community
Club # K13809**

5 November 2008

In accordance the requirements of the Texas-Oklahoma District of Kiwanis International Policies and Procedurals Manual, Paragraph 33.9 (Policy 33) and Policy No. 34(Criminal Background Investigations ((CBI)), the following is the CBI policy for the Golden K Kiwanis Club of the Army Residence Community.

- 1. Background checks for Club adults working with youth under the age of 18 shall be required. Schertz schools require a CBI every year for employees.**
- 2. A Kiwanis Club CBI would be obtained, as a minimum, for the President, President Elect, Vice President, Secretary, Service Leadership Chair and each youth Activity Chair. They are to be renewed each two (2) years as appropriate for the position that person holds. The funds will come out of the appropriate service account.**
- 3. CBI checks will be ordered through the Texas-Oklahoma District (see Policy No. 34). The Orientation Chairman will advise the current membership of this CBI policy and will provide a copy of this policy to each new member.**

Approved by the ARC Kiwanis Board of Directors on 5 November, 2008.

**Martin McKinley
President
Kiwanis ARC Golden K**