

Dear School/District DI Coordinator:

Welcome to a new year of Destination Imagination! Our 2019-2020 season officially began last week with the organizational meeting of the Ohio Kids for Creativity Governing Board. One of the most significant items on the agenda was the new policy requiring background checks for **all** Team Managers, Assistant Team Managers, and Regional Challenge Masters, as stated in *Rules of the Road*, III.D.7 (page 8). Please read this letter in its entirety for important information about this new requirement.

First, to clarify, the policy does not apply to any other tournament officials (Appraisers) or other tournament volunteers that you may utilize who will not ordinarily be alone with our students as part of their tournament duties.

**Second, please be aware that the deadline for submitting a background check (or meeting one of the existing background check requirements) is January 15, 2020. If any Team Manager or Assistant Team Manager does not obtain a background check and/or provide documentation to your School/District Coordinator or Regional Director by this date, their team will be ineligible to participate in a Regional Tournament.**

To make record keeping as simple as possible, we are attaching a policy document and certification form that explains this change, which existing background checks satisfy the DI requirement, and options for Team Managers who have not already submitted to a background check. **We ask that you please distribute this document to all Team Managers and Assistant Team Managers in your school/district and collect the signed certification forms.** Collecting these forms is an important step to ensure that we satisfy the *Rules of the Road* requirement and keep our tournaments safe for all participants. Information from the policy document will also be posted on the Ohio DI website ([www.ohdi.org](http://www.ohdi.org)).

We recognize that many school districts already require a background check for any adult who serves as a DI Team Manager (or Assistant). As our policy indicates, these background checks **DO** satisfy the *Rules of the Road* and Youth Protection Policy requirement. We strongly encourage you to keep a record of the satisfactory results of these checks in one file. *It's important for all volunteers to recognize that they may be asked to provide documentation of a successful background check at any point throughout the season to satisfy the terms of our DI License Agreement or as required by our insurance policy.*

Once you have received signed forms from all Team Managers and Assistant Team Managers, we ask that you do either of the following:

1. Scan all signed forms and send them via email to your Regional Director; **OR**
2. If all of your Team Managers and Assistant Team Managers are required by your school/district to submit to a background check prior to serving as a DI volunteer, you may submit all names together on the attached Coordinator Certification Form. By completing this form, you are affirming that all Team Managers and Assistant Team Managers in your school/district have completed a background check and that you may be asked to provide verification as such.

Remember, the deadline to submit these forms to your Regional Director is **January 15, 2020**. As questions arise, please feel free to reach out to her/him.

Thank you for your help in satisfying this new requirement that will help protect our students.

OKC Governing Board, 2019-2020



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## New Policy Announcement

Ohio DI is announcing an important new policy that will impact all Team Managers, Assistant Team Managers, and Regional Challenge Masters for the 2019-2020 DI season. **As required by Destination Imagination's *Rules of the Road*, III.D.7 (page 8), all adults (18 years of age and older) serving in these roles must submit to an approved background check.** This change, part of DI's Youth Protection Policy, will help ensure that our program continues to be a safe and positive experience for all of our student participants.

We realize that this may create additional work for our volunteers, so we'll be working closely with School/District Coordinators and Regional Directors to make this change as seamless as possible.

The good news is that many of our volunteers already submit to an approved background check through an employer, the school district that sponsors your DI program, or another organization. Here are examples of background checks that satisfy this new requirement:

- An FBI criminal background check (within the past 5 years) and Rapcheck enrollment needed to hold a current educator credential issued by the Ohio Department of Education.
- Any annual background check (completed on or after June 1, 2019) required by your school and/or school district in order to serve as a Destination Imagination volunteer. Typically, these are required at the start of the DI season and documentation is maintained in the school district's administration office.
- Any annual background check (completed on or after June 1, 2019) required to serve as a volunteer with another youth or community service organization.
- Any background check (completed on or after June 1, 2019) required as a condition of employment. If this option applies to you, you may be asked to submit documentation of the background check and verification of current employment.

**For those who have never had a background check, Ohio DI is partnering with Sterling Volunteers to offer an approved check for \$28 that is completed online.** Each volunteer will be responsible for the cost of their Sterling Volunteers background check.

**Very Important: The deadline for submitting a background check (or meeting one of the above requirements) is January 15, 2020.** If you do not obtain a background check and/or provide documentation to either your School/District Coordinator or Regional Director by this date, your team will be ineligible to participate in a Regional Tournament.

**We Need Your Help to Maintain Accurate Records: As soon as you purchase a team number or know that you plan to serve as a Team Manager this season, complete the attached form and return it to your School/District Coordinator or your Regional Director.** If you choose to complete a check through Sterling Volunteers, you will receive a link via email.

Thank you for your continued involvement in Ohio DI. We appreciate everyone's cooperation to help protect Ohio's creative kids!

**Ohio Destination Imagination  
Background Check Certification Form**

*This form must be completed by each Team Manager, Assistant Team Manager, and Regional Challenge Master.*

Please complete the following and return to: \_\_\_\_\_

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_ Team #: 135 - \_\_\_\_\_

Choose one of the following:

I affirm that I have submitted to a background check as a condition of employment, educator credential, DI participation, and/or volunteer work with another organization. The satisfactory results of this check are on file at: \_\_\_\_\_

\_\_\_\_\_ and are available upon request. I understand that I may be asked to provide documentation of this background check at any point during the 2019-2020 season in order to participate in a DI tournament.

I have not completed a background check. Please send me the link to obtain a background check through Sterling Volunteers. I understand that I am responsible for the cost of this background check (\$28) and that I will only be permitted to serve as a Team Manager, Assistant Team Manager, or Regional Challenge Master if the results of this check are satisfactory.

**I understand that the deadline for both obtaining a background check and submitting this certification form is January 15, 2020.**

I affirm that all the information above is true.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Team Manager     Assistant Team Manager     Regional Challenge Master