



Louisiana Elementary Volunteer Information

Due to changes in the Missouri Law we have new requirements for volunteers. These regulations include field trip chaperones. Anyone wishing to volunteer to work with our students must submit to a Missouri State Highway Patrol background check. The background check fee is approximately \$40, and will be good for multiple years. Appointments for fingerprinting may be scheduled through Mrs. Scherder in the Elementary office, or by following the instructions on the following pages. "Room Parents" will not have to have the background check. If you are interested in volunteering at Louisiana RII please complete the following information.

Name _____

Child 1 _____ Child's Teacher _____

Child 2 _____ Child's Teacher _____

Child 3 _____ Child's Teacher _____

Best Contact _____

____ I am interested in being a room parent ONLY

____ I am interested in volunteering to help chaperone my child's field trip.*

____ I am interested in volunteering to help in the educational process in the classrooms.*

The results of the background check must be received by the school before you can work with our kids. We encourage anyone interested to start the process immediately.

*Please contact Mrs. Scherder (scherderc@louisiana.k12.mo.us or 754-6904) to get instructions for completing the background check process.

Volunteer Fingerprinting & Background check information

<https://www.machs.mshp.dps.mo.gov/MACHSFP/home.html>

Missouri State Highway Patrol

Missouri Automated Criminal History System (MACHS)

Home About Contact Name Search Portal FAQ Links

Fingerprint Portal - Registration

- Check Fingerprint Status
- Search for a Fingerprint Location Near You
- Reschedule a Fingerprint Appointment

Fingerprint Portal - Administration

- Log-in to the Fingerprint Search Portal
- About MOVECHS

Name Search Portal

- Log-in to the Name Search Portal

Welcome to the Missouri Automated Criminal History Site (MACHS)

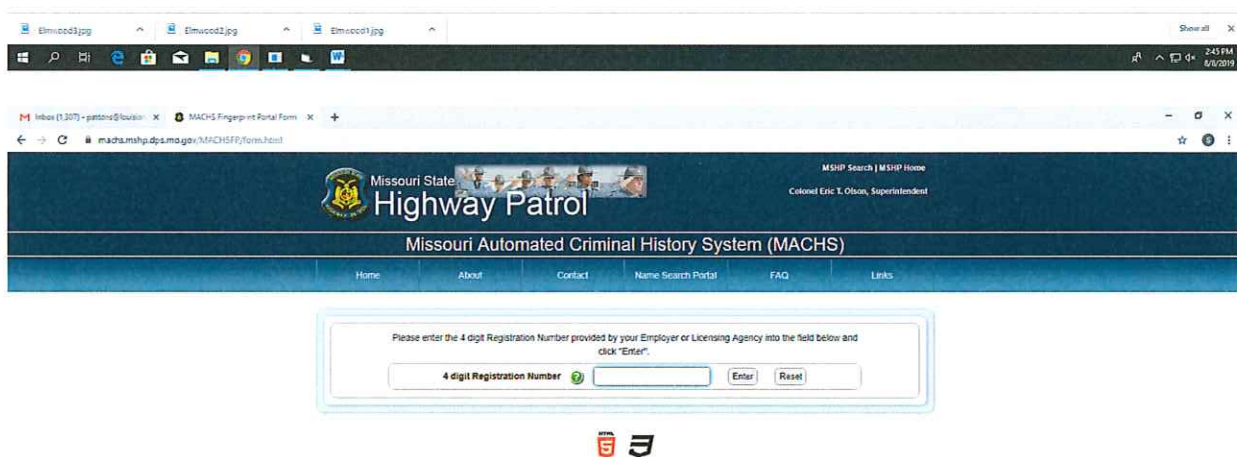
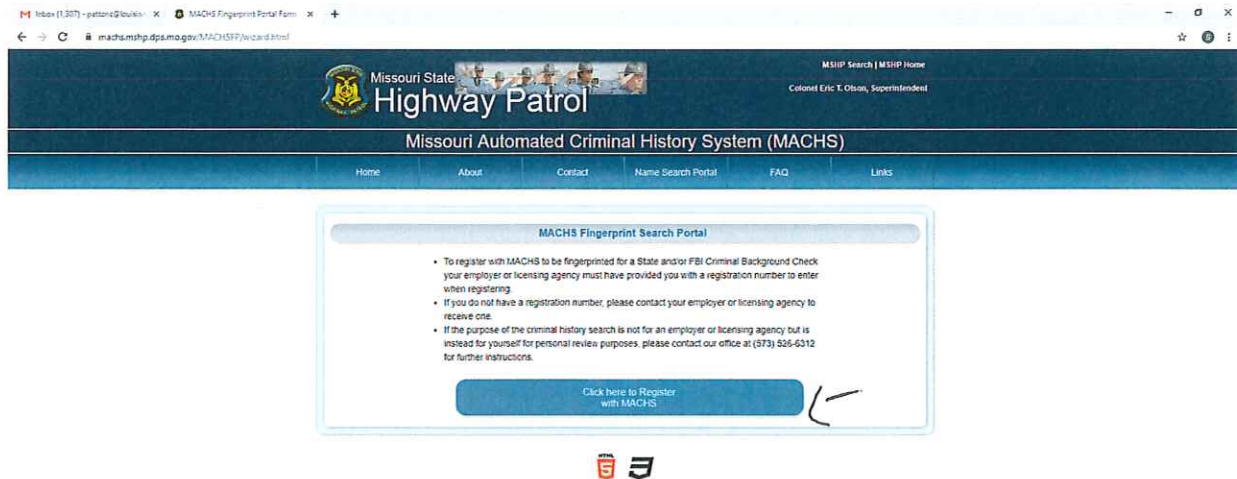
As the custodian of criminal history information for the state of Missouri, it is the responsibility of the Missouri State Highway Patrol's Criminal Justice Information Services Division to provide public access to criminal history information.

The MACHS site may be used to conduct online name based criminal history searches or to register for fingerprinting through the automated site which includes a subsequent fingerprint submission by means of the State of Missouri's Fingerprinting Services Vendor, currently IDEMIA.

[Click here to Register with the Fingerprint Portal](#)

[Click here to Register with the Name Search Portal](#)

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Enter registration code 1618 here.



Continue through prompts until registration is complete.



If you need help scheduling your
fingerprint appointment please contact
Mrs. Carey Scherder at
Louisiana Elementary
573-324-6904
scherderc@louisiana.k12.mo.us