


Annual Sexual Misconduct Disclosure for Classified Substitute and/or Certificated Guest Teacher Substitutes

INSTRUCTIONS:

- Classified Substitute/Guest Teacher completes upper portion of form down to the "☆" signature area. In the "To:" block, list the name of the school district that you worked for during the **2017-2018** school year (other than Central Kitsap). One form should be completed for each "other" district.
- By **Friday, June 15, 2018**: Mail completed/signed forms to Central Kitsap HR
- Central Kitsap will forward to appropriate school district for completion

	<p>WASHINGTON STATE SEXUAL MISCONDUCT DISCLOSURE RELEASE</p> <p>(District Submits This Form to Previous School District Employer(s))</p>
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To:	SCHOOL DISTRICT EMPLOYER	<input type="checkbox"/> No prior school district employment
	PERSONNEL DEPARTMENT	
	STREET ADDRESS	
	CITY, STATE, ZIP	

The named applicant is under consideration for a position in our district. The Legislature has determined that additional safeguards are necessary in the hiring of school district employees to ensure the safety of Washington's school children. The individual whose name appears below has had previous employment with your organization. As a former employer, we request you provide the information requested on this form within 20 business days as required by state law (RCW 28A.400). Sexual misconduct definitions are found in WAC 181-87 and WAC 181-88. Your assistance is appreciated.

APPLICANT'S NAME (FIRST, MIDDLE, LAST)	
FULL NAME WHEN LAST EMPLOYED WITH ORGANIZATION	
SOCIAL SECURITY NUMBER	CERTIFICATE NO.
APPROXIMATE DATES OF EMPLOYMENT	
POSITION(S)	

☆ I authorize you to release to the school/district listed below, all information related to any acts of sexual misconduct that the school district has made a determination that there is sufficient information to conclude that the abuse or misconduct occurred and that the abuse or misconduct resulted in the employee's leaving his or her position at the school district. Such information includes copies of all related documents, including any rebuttal documents, in personnel, investigative or other files, in accordance with RCW 28A.400. I release the above employer and employees acting on behalf of the employer from any liability for providing information described in this document.

Applicant Signature Date

This section to be completed by former school district employer(s) only.		
<input type="checkbox"/> No sexual misconduct materials were found. <input type="checkbox"/> Yes, sexual misconduct materials are available. Please contact for more information. <input type="checkbox"/> No record of employment	Was a complaint of sexual misconduct filed with OSPI? <input type="checkbox"/> Yes <input type="checkbox"/> No	
_____	_____	_____
Former Employer Representative Signature	Title	Date

Employing School Receipt Date _____ Received By _____

Return all completed information to:

SCHOOL DISTRICT Central Kitsap School District		
ADDRESS PO Box 8, Silverdale		PHONE 360-662-1680
STATE WA	ZIP 98383	FAX 360-662-1681