

**REFERENCES**

*(Notice of Disclosure of Allegations of Sexual Misconduct with a Student)*

*Note: This letter should be presented to any employee who resigns, whose contract is nonrenewed or who is terminated due to allegations of sexual misconduct with a student, but only if the employee has not received or been offered due process, such as a termination hearing before the Board. MSBA strongly recommends that the district discuss this letter with the district's private attorney prior to presenting it to the departing employee. MSBA also recommends that the district retype this letter on district letterhead.*

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

Dear \_\_\_\_\_ [Employee's Name]:

**[District Must Choose One of the Following:]**

[1] On \_\_\_\_\_ [date], you were terminated from the Clinton School District as a result of allegations of sexual misconduct with a student.

**OR**

[2] On \_\_\_\_\_ [date], the Board voted not to renew your contract with the Clinton School District as a result of allegations of sexual misconduct with a student.

**OR**

[3] On \_\_\_\_\_ [date], you resigned your employment with the Clinton School District as a result of allegations of sexual misconduct with a student.

Please be advised that state statute, ' 162.068, RSMo., requires the district to disclose the allegations of sexual misconduct and the results of an investigation by the Children's Division (CD) of the Missouri Department of Social Services to potential public school employers who request a reference or information regarding your employment. See Board policy GBLB for more about the information the district will provide regarding your employment.

If you disagree that this is the reason for your \_\_\_\_\_ [termination, nonrenewal, or resignation], or if you dispute the allegations, you may request a hearing before the Board, but you must request the hearing in writing no later than \_\_\_\_\_ [date]. You must notify the district if an attorney or other representative will be present.

If you have any questions, please contact me at \_\_\_\_\_ [phone] or

FILE: GBLB-AF2  
Critical

\_\_\_\_\_ [e-mail address].

Sincerely,

\_\_\_\_\_  
[Signature of District Representative]

\* \* \* \* \*

***Note: The reader is encouraged to review policies and/or procedures for related information in this administrative area.***

Implemented: 5/14/2012

Revised:

Clinton School District, Clinton, Missouri