

MERIDIAN SCHOOL DISTRICT  
BELLINGHAM, WA 98226

Action Required

MEMO

TO: All Substitutes

SUBJECT: Sexual Misconduct Forms Pursuant to RCW 28A.400

You will find the following forms that all subs need to fill out and return; **Meridian School District Sexual Misconduct Release List form, Washington State Sexual Misconduct Disclosure Release form**, and the **Notification of Reasonable Assurance form**.

Please use the Sexual Misconduct Disclosure Release List page to list each of your previous/current school districts you have worked for. You must submit a separate, signed release form for each previous and current school district employer, if applicable (see below). Include completed contact and personal information as requested in the top section of the disclosure release form. **DO NOT** mail these forms to your previous/current employer(s). They are to be returned to the Meridian School District by July 1<sup>st</sup>, 2014.

Please read the following statements, check which one applies to your particular situation, and follow the pertinent directions for completing the online forms.

- Please check here if you have applied for a position for the 2013-14 school year and included the Sexual Misconduct cover page and form(s) with your application.** If you have checked this statement, you do not need to submit new forms *unless* you have worked at additional districts since submitting your application. If so, please complete forms for those districts only.
- Please check here if you were hired at the beginning of the 2013-14 school year and filled out the Sexual Misconduct cover page and form(s) at that time.** If you have checked this statement, please complete and return forms for school districts where you have worked during the 2013-14 school year only.
- Please check here if you began subbing for the Meridian School District prior to the 2013-14 school year.** If you checked this statement, you will need to complete and return the Sexual Misconduct cover page and form(s) for all school districts where you have worked, including the Meridian School District.

Return all signed forms and this memo to: Meridian School District  
214 W. Laurel Road  
Bellingham, WA 98226

Thank you for your prompt response. If you have questions, please call Patty Streubel at 318-2168 or 318-2166.