

OAK PARK SCHOOL DISTRICT

13900 Granzon • Oak Park, MI 48237
www.oakparkschools.org

Authorization for Release of Information in Personnel Records

Applicant's Name: _____

Last Four Digits S.S.#: _____

I hereby authorize: _____

Current/Former Employer Name

Current/Former Employer Address

to disclose to the Oak Park School District ("OPSD" or the "District") any unprofessional conduct on my part, pursuant to Section 380.1230(b) of the Michigan Compiled Laws. I further authorize my current/former employer to provide copies of all documents in my personnel file **related to this matter**, including records of disciplinary action, performance evaluations, programs of improvement, and any other disciplinary documents. For the purposes of this authorization, "unprofessional conduct" is:

One or more acts of misconduct; one or more acts of immorality, moral turpitude, or inappropriate behavior involving a minor; or commission of a crime involving a minor. A criminal conviction is not an essential element of determining whether or not a particular act constitutes unprofessional conduct. MCL 380.1230b(8)(b).

I acknowledge the right of OPSD to investigate all references and secure information regarding my employment history, including any disciplinary action and/or the events surrounding termination of employment.

As allowed by the Bullard-Plawecki Employee Right To Know Act, I hereby waive my right to receive prior written notice from my current/former employer upon the release of my personnel record information to the District. I further release my current/former employer and their representatives from any liability whatsoever for providing information on unprofessional conduct, and likewise release OPSD and its representatives from all liability for seeking such information.

I understand if I refuse to sign a statement authorizing the release of information regarding any unprofessional conduct by me and releasing my current/former employer(s) from liability, then OPSD is prohibited by law from hiring me.

I further understand my employment with OPSD is conditioned upon the District's receipt of the personnel record provided by my current/former employer, the outcome of its evaluation of that record, my application, references, and other information it may consider, that the District has the sole authority and discretion to determine if employment shall be offered or denied.

Applicant's Signature

Date

To be completed by current or former employer of the above-named applicant:

- There was no unprofessional conduct on the part of this individual while he/she was employed here.
- Copies of documents relating to unprofessional conduct by this individual are attached as per Section 380.1230(b) MCL.

Printed Name of Person Completing Form

Signature

Title

Date