

**AUTHORIZATION AND RELEASE**  
**IMPORTANT: READ CAREFULLY BEFORE SIGNING**

Louisiana Revised Statutes 17:3884 provides that a school board considering the employment application of a person who has been evaluated in another school system shall request such person's evaluation results as part of the application process and shall inform the applicant that his/her evaluation results will be requested. The applicant shall be given the opportunity to review any information received by the prospective employer as a result of such request and afforded the opportunity to provide any response or information the applicant deems appropriate. Please be advised, therefore, that the Grant Parish School Board will request evaluation results on you from each of the school districts you have listed in your application. You will be given an opportunity to review the evaluation results received and to provide a response or information if you would like to do so. Any written response or information you might provide will be retained with your application.

Louisiana Revised Statutes 17:15 also requires all applicants for employment to be fingerprinted in order to assist in background checks of those individuals. Should it be determined that any applicant (or employee) has been convicted of one or more of the criminal offenses set forth in Louisiana Revised Statutes 17:587.1(C), then that applicant (or employee) is generally precluded from further employment with the school system. The conviction of other offenses that call into question the applicant's fitness for the position may also preclude employment or continued employment.

Louisiana Revised Statutes 17:81.9 and 17:430 further requires a school board receiving an application to request that all current and prior school board employers of the applicant provide it with all information in their records relative to instances of sexual misconduct, neglect or abuse with/of minors or students committed by the applicant. This law further provides that the applicant must release all such employers from liability arising from the release of such information to the prospective employer.

Louisiana Revised Statutes 44:1 et al. provides that public records are subject to production to persons requesting such information, including members of the press. Accordingly, I understand the fact that I am seeking employment with the Board and my application may become public knowledge.

I certify that the information which I have provided in the attached application is true and complete. I understand that furnishing false information or omitting information on this application could disqualify me from consideration for employment or could lead to my discharge from employment. I have read and agree to the above provisions and hereby authorize the Grant Parish School Board to request, receive, and review my prior evaluations and information relative to sexual misconduct, abuse or neglect, if any, with minors or students from all of my current or previous school system employers. I further release the Grant Parish School Board, its employees, agents and insurers **and all current and former employers, their agents, employees and insurers** from any

liability connected with such disclosures and do hereby specifically authorize such employer(s) to release to the Grant Parish School Board such information and documentation as may be requested in connection with my application for employment with it, including any information which may have been sealed or which I asked to be withheld. Any agreement which prohibited a current or former employer from releasing complete information in its possession relative to my conduct or performance is hereby revoked as to this application.

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APPLICANT

DATE: \_\_\_\_\_

**AUTHORIZATION FOR RELEASE OF PERSONNEL FILE INFORMATION**

TO: All Current and Former Employers

I have applied for the position of Superintendent of Schools with the Grant Parish School Board (hereinafter "Board") in Colfax, Louisiana. I understand and agree that the Board has a legitimate need for certain information contained in my personnel file which may reflect upon my ability and competency to serve as a school superintendent in its school system. Accordingly, I authorize you to release to the Grant Parish School Board, a copy of my observations, evaluations, reprimands or any other documents which may reflect disciplinary action against me, evidence of sexual misconduct with a student or the neglect or abuse of a student, even if such information was marked confidential. I also authorize you to release information regarding any investigation of allegations that I may have engaged in sexual misconduct, neglect or abuse toward a student. **In consideration thereof, I release the Grant Parish School Board, its employees, agents and insurers and all current and former employers, their agents, employees and insurers from any liability connected with such disclosures.** Any agreement which prohibited a current or former employer from releasing complete information in its possession relative to my conduct or performance is hereby revoked as to this application. This authorization shall expire upon the lapse of sixty (60) days from the date below or upon your receipt of my written notice of revocation.

\_\_\_\_\_  
APPLICANT

DATE: \_\_\_\_\_