

WHISTLEBLOWER POLICY REGULATION

In addition to the requirements of the Board approved Policy #9141, all School District employees shall adhere to this Whistleblower policy.

In the event of suspected wrongful conduct, the suspecting party will follow the procedure set forth below. For the purposes of this policy, “wrongful conduct” shall include, but not be limited to:

- theft of district money, property, or resources;
- misuse of authority for personal gain or other non-district purpose;
- fraud;
- actions that compromise the security and integrity of the district’s or state’s testing program;
- violations of applicable federal and state laws and regulations; ~~and/or~~
- serious violations of district policy, regulation, and/or procedure;
- **other matters of serious concern.**

Procedure

Employees ~~and officers~~ who know or have reasonable cause to believe that wrongful conduct has occurred shall report suspicions using the recognized chain of command (*i.e.*, each person must report to his superior or the next higher superior, etc.).

In the event a person suspecting wrongdoing is uncomfortable with reporting to his or her immediate superior, or if the immediate superior is the subject of such report, the allegations of wrongdoing can be reported to any of the following:

- Superintendent
- Internal Auditor
- External Auditor
- School Attorney
- Any member of the **Board of Education** Audit Committee
- **President of the Board of Education**

The last party receiving such information must report it to the Board of Education, which will then investigate or designate a party to promptly investigate the allegations.

The finding of such investigation shall be set forth in a written report to the Board of Education. If wrongful conduct is found to have occurred, the School District will take all appropriate steps to mitigate the effects of such conduct, and impose appropriate consequences on the person or persons found to have engaged in such conduct. Such consequences may include discipline, up to and including termination from employment. In addition, where criminal activity is suspected or determined to have occurred, the School District shall contact appropriate law enforcement officials.

The policy and these accompanying regulations shall be published in employee handbooks, posted in employee lounges and given to all employees with fiscal accounting and/or money handling responsibilities on an annual basis. The Superintendent of Schools, the Auditor, the School Attorney and others involved in implementing this policy shall meet with the Board upon request to evaluate the effectiveness of this policy and to make appropriate adjustments, if any, to the policy and accompanying regulations.

First Reading: March 10, 2015

Second Reading: March 24, 2015

Third Reading: April 14, 2015

Adopted: