

## Whistle Blower

### - POLICY -

The SD58 Board of Education is committed to the highest standards of ethical conduct, integrity and accountability.

The Board has a responsibility for the stewardship of the District.

The Board encourages and supports employees, to report, while acting in good faith, what they reasonably believe to be substantive improper activity.

#### Reportable Activity

- An unlawful act, whether civil or criminal;
- Abuse of an imbalance of power;
- Actions detrimental to students or staff;
- Questionable accounting practices;
- Falsifying District records;
- Theft of cash, goods, services, time or fraud;
- Inappropriate use of District assets or funds;
- Decision making for personal gain;
- A dangerous practice likely to cause physical harm or damage to property;
- Retaliation, repercussion or reprisal for reporting under the policy

This list is not all inclusive but is intended to give an indication of the kind of conduct which may be considered as 'reportable activity'.

#### Authority

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The responsibility for the day-day administration and enforcement of this policy rests with the

## Employer

Nothing in this policy shall be deemed to diminish or impair the rights of the District to manage its employees under any policy or collective agreement; or to prohibit any personnel action which otherwise would have been taken regardless of the reporting of the information.

## Reporting a Complaint

Employees and stakeholders should submit claims about any reportable activity to the Superintendent, Secretary Treasurer or Board Chair at the School Board Office by either confidential email, regular mail or at an in-person meeting. The report should contain particulars of the alleged improper activity and the name(s) and affiliation of each person involved.

## Investigation Procedure

Upon receiving a complaint, the Superintendent, Secretary Treasurer or Board Chair will record the receipt of the complaint and determine whether the matter is, in fact, a reportable activity under this procedure.

If the complaint is determined to be a legitimate reportable activity, he or she will open an investigation fii2tm<</M