

SCHOOL DISTRICT OF MAYVILLE

522.3-Rule

GUIDELINES FOR REPORTING STAFF MISCONDUCT

A licensed employee shall be reported to the State Superintendent of Public Instruction if he/she:

1. has been charged with a crime against children, a felony with a maximum prison term of at least five years or a crime in which the victim was a child;
2. has been convicted of a crime described in (1) or of fourth degree sexual assault;
3. has been dismissed by the District, or his/her contract has been nonrenewed, based in whole or in part on evidence that the employee engaged in immoral conduct. For purposes of state law, "immoral conduct" means conduct or behavior that is contrary to commonly accepted moral or ethical standards and that endangers the health, safety, welfare or education of any student; or
4. has resigned and the District Administrator (or Board President if applicable) has reasonable suspicion that the resignation related to the employee having engaged in immoral conduct. If the employee has been requested to resign by the District Administrator, and immoral conduct is suspected, the District Administrator shall inform the employee that he/she has a duty to report the resignation to the State Superintendent.

Any non-licensed District employee who is convicted of a crime described in item (1) above or of fourth degree sexual assault shall be reported to the State Superintendent.

Reports shall be made within 15 days after the District Administrator (or Board President if applicable) becomes aware of the charge, conviction, dismissal, nonrenewal or resignation. The employee who is the subject of a report shall be given a copy of the report.

APPROVED: April 5, 2004
 ADOPTED: May 3, 2004
 REVIEWED:
 REVISED:

Signatures of School Board Members:

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