

1 Members of the Transylvania County Board of Education (the “board”) and employees are  
2 expected to be honest and ethical in the performance of their duties and to comply with  
3 applicable federal, state, and local laws, policies, and regulations. The board encourages  
4 employees to report possible financial improprieties, ethical violations, and other illegal practices  
5 and intends that employees who report such matters in good faith will not be subject to  
6 retaliation or other adverse employment consequences.  
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8 If an employee reasonably believes that (1) there has been a violation of federal, state, or local  
9 law, policy, or regulation, public policy, or an individual’s ethical duties and (2) the violation is  
10 due to a practice, policy, act, or omission of the board of education, an individual board member,  
11 a school system employee, or an entity/person with whom the school system has a business  
12 relationship, the employee should report that matter in accordance with policy 1750/7220,  
13 **Grievance Procedure for Employees, unless a policy with a more specific reporting or complaint**  
14 **procedure applies** ~~or policy 1720/4015/7225, Discrimination, Harassment, and Bullying~~  
15 ~~Complaint Procedure~~. Any complaint alleging a violation by the superintendent or the board  
16 should be filed with the board chair for investigation. The board chair will report the complaint  
17 to the board, and the board will authorize a prompt and thorough investigation or other action as  
18 necessary.  
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20 The board prohibits and will not tolerate any form of reprisal, retaliation, or discrimination  
21 against any employee who (1) in good faith, has made or intends to make a report of wrongdoing  
22 described in this policy; or (2) has refused to carry out a directive which may constitute a  
23 violation of federal, state, or local law, policy, or regulation, or poses a substantial or specific  
24 danger to public health and safety.  
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26 To be protected by this policy, employees who report violations or suspected violations must be  
27 acting in good faith based on a reasonable belief that the reported information represents an  
28 unlawful activity, policy, or practice. The protection extends to those whose allegations are  
29 made in good faith but prove to be mistaken. The board reserves the right to discipline  
30 employees who know or have reason to believe that the report is inaccurate. Further, except as  
31 otherwise required by law, the provisions of this policy apply only to those situations in which an  
32 employee brings the alleged unlawful activity, policy, or practice to the attention of school  
33 officials or the board and provides school officials or the board with a reasonable opportunity to  
34 investigate and correct the alleged unlawful activity. If necessary, school officials or the board  
35 may specify reasonable steps to protect the complaining employee from retaliation.  
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37 Each employee will receive a copy of this policy and sign a statement verifying his or her receipt  
38 and understanding of this policy.  
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40 Legal References: Sarbanes-Oxley Act, 18 U.S.C. 1513(e); G.S. 115C-335.5; 126-5(c5), -84, -  
41 85, -86, -87, -88  
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43 Cross References: ~~Discrimination, Harassment, and Bullying Complaint Procedure (policy~~  
44 ~~1720/4015/7225),~~ **Discrimination and Harassment Prohibited by Federal Law (policy**

45 1710/4020/7230), Title IX Sexual Harassment – Prohibited Conduct and Reporting Process  
46 (policy 1725/4035/7236), Title IX Sexual Harassment Grievance Process (policy  
47 1726/4036/7237), Nondiscrimination on the Basis of Disabilities (policy 1730/4022/7231),  
48 Grievance Procedure for Employees (policy 1750/7220), Code of Ethics for School Board  
49 Members (policy 2120), Board Member Conflict of Interest (policy 2121), Ethics and the  
50 Purchasing Function (policy 6401/9100), **Discrimination and Harassment in the Workplace**  
51 **(policy 7232)**, Staff Responsibilities (policy 7300), Employee Conflict of Interest (policy 7730)

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53 Adopted: January 21, 2014

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55 Revised: September 21, 2015; May 16, 2016; [DATE]

REVISED