

## 6305 Employee Misconduct Policy

1. In accordance with Utah R277-516, all Maeser employees and board members must report the following within 48 hours to the Director (the Director reports to the CAO of the Board):
  - a. Convictions, including pleas in abeyance and diversion agreements;
  - b. Any matters involving arrests for alleged sex offenses;
  - c. Any matters involving arrests for alleged drug-related offenses;
  - d. Any matters involving arrests for alleged alcohol-related offenses; and
  - e. Any matters involving arrests for alleged offenses against a person under Title 76, Chapter 5, Offenses Against the Person.
2. Suspension for alleged offenses
  - a. Any employee or board member who has been arrested for alleged sex offenses and/or other alleged offenses which may endanger students will be immediately suspended during the period of investigation.
  - b. Any employee or board member who has been arrested for alleged offenses involving alcohol or drugs will be immediately suspended from transporting students or public education vehicle operation or maintenance during the period of investigation.
3. Due Process
  - a. Accused employees and board members have the right to due process.
  - b. The Director, together with the Board of Directors, will review arrest information and allow the accused employee or board member to provide additional information.
  - c. When making employment and appointment decisions, the Director and Board will protect both the safety of students and confidentiality and due process rights.
4. Reporting Convictions
  - a. In addition to the legal requirement to report arrests, employees of Maeser must report ANY conviction, regardless of the offense, including pleas and abeyance and diversion agreements, within 48 hours to the Director.

Updated: 10.11.2022