**Endazhi-Nitaawiging
School Board Policies & Procedures Manual
**

|  |
| --- |
| **302- WHISTLEBLOWING** |

1. **PURPOSE**

The purpose of this policy is to provide a procedure for filing and addressing

whistleblower complaints. Endazhi-Nitaawiging uses this policy as a

tool to identify problems in order to create successes early on in the workplace,

workforce, and leadership. Endazhi-Nitaawiging would rather employees and board members raised the matter when it is just a concern rather than wait for concrete proof. The methods

outlined in this policy can strengthen and support a school culture of integrity,

openness, transparency, and two-way communication.

1. **LEGAL BASIS**

Section 1107 of the Sarbanes Oxley Act provides that it is a crime to "retaliate against

an individual for providing law enforcement authorities with truthful information relating

to the commission, or possible commission, of any federal offense".

**III. REPORTING**

A. Employees and School Board members are encouraged to report potential problems

as soon as they arise.

B. Reports may be received anonymously by delivering them to the appropriate

employee.

C. Employees may make reports to key employees such as the Executive Director or the

School Board Chairperson. Reports may also be made to the School Board as a whole or an individual Member of the School Board, if other channels do not resolve the problem, or the circumstances warrant it.

D. Reports may be verbal or written.

**IV. PROTECTION**

A. Those who choose to report concerns in good faith, even if claims are unfounded,

shall have protection from retaliation, including termination, demotion, suspension,

relocation, harassment, and failure to consider the employee for promotion.

B. School officials are prohibited from interfering with the right of an employee or School

Board member to make a whistleblower complaint.

C. This policy protects employees and School Board members who refuse an illegal

order.

D. Employees who have complaints of retaliation for whistleblowing may report them to

the school board or the executive director. If complaints of retaliation are not addressed,

employees may report them to legal authorities.

**V. RESPONSE AND RESOLUTION**

A. Once a report is received, the executive director or board chair and a board member will

investigate the concern.

B. If the concern is valid, it will be corrected within a reasonable amount of time.

C. If the concern is unfounded, the school must provide a record explaining why the

corrections are not necessary.

D. Once the problem is resolved, the whistleblower – if known – will be notified that the

situation has been addressed. This does not mean that the whistleblower is entitled to

specific details as to how the situation has been addressed.

***Adopted:*** **July 27th, 2022**