

Violations of the Personnel Code of Ethics Policy for the Minidoka County School District shall be dealt with at the lowest possible administrative level. The following steps shall be taken as appropriate.

1. The site administrator shall discuss the matter informally with the employee involved. A verbal warning may be given for minor violations.
2. A repetition of the same minor violation or a more serious violation may result in a written reprimand or further disciplinary action.
3. If a solution is not reached to the satisfaction of the site administrator, the matter will be referred to the superintendent/designee.
4. The superintendent/designee shall investigate and/or review the allegations and a meeting may be scheduled with all parties involved. The superintendent/designee may suspend the employee with or without pay during the review or until the matter is fully resolved.
5. If the investigation finds the employee to have been unethical, and the problem cannot be resolved, the superintendent/designee may submit a request to the Board of Trustees of Minidoka County School District for review.
6. If the review by the Board of Trustees determines there has been a violation of this Code of Ethics, a written report may be filed with the appropriate state governing agency, and a recommendation may be made for a plan of improvement, probation, or termination.
7. Employees shall be treated with fairness and respect based upon relevant laws and/or district policies.
8. Employees have the right to representation at any time during these proceedings and/or the investigation.



LEGAL REFERENCE:

ADOPTED: July 17, 2000

REVISED: February 2017