

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**Date:** August 28, 2019

**To:** All District Employees

**Subject:** Annual Notice of Process for Reporting Incidents of Board Member Directives or Unprofessional Conduct

**Department and/or Persons Concerned:** All District Employees

**Reference:** Board Governance Policies

**Brief Description:**

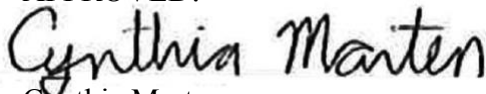
Board Governance Policies direct the superintendent to establish and maintain a procedure for employees to report in a safe, non-retaliatory manner instances in which a Board member attempts to direct staff in an operational matter or displays unprofessional conduct.

The superintendent has determined the best way for staff to lodge a complaint is the Fraud Hotline: (800) 539-6621 or <https://www.sandiegounified.org/fraud-hotline>. Complaints will be logged, as are all reports to the Fraud Hotline, and forwarded to the superintendent. Staff members who prefer to lodge a complaint in writing may submit them directly to the Office of the Superintendent.

If you have questions or need more information, please contact Board Services at 619-725-5550 or [board@sandi.net](mailto:board@sandi.net).

Marty Stultz  
Director, Board Services

APPROVED:

  
Cynthia Marten  
Superintendent of Public Education

MS:mh