

**SAN DIEGO UNIFIED SCHOOL DISTRICT**

**Date:** September 14, 2018

**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 GC-9

**Brief Explanation:**

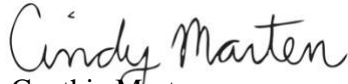
The Board's Governance Policies direct the superintendent to establish and maintain a procedure for employees to report in a safe, non-retaliatory manner instances in which a Board member attempts to direct staff in an operational matter or displays unprofessional conduct.

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 the Board of Education Office 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  
Attachments  
Distribution: Lists B, D, E, and F