

# Reporting Professionals' Misconduct



All employees and agents of a public school district, charter school or private school have an obligation and legal responsibility to report misconduct by instructional personnel and school administrators which affects the health, safety or welfare of a student.

Obscene language  
Drug and alcohol use  
Disparaging comments  
Prejudice or bigotry  
Sexual innuendo  
Cheating  
Testing violations  
Physical aggression  
Accept or offer favors

Anyone who reports misconduct will be immune from liability unless it is proven the information was knowingly false.

Failure to report misconduct may result in penalties up to termination of employment and revocation of an educator's certificate.

If someone tells you about misconduct, be a LEADER:

**Listen**

**Evaluate**

**Act immediately**

**Document**

**Encourage**

**Report**

**Report to:**

**Middleburg Campus**

**Ms. Christine Lopez  
Campus Director  
904-406-4866**

**Corporate Office**

**Mrs. Cynthia Norton  
Academic Dean  
904-549-5500**