

AFSA High School

Adopted: Nov. 22, 2011
Revised: Sep. 23, 2025
Year Reviewed: 2025/2026

District 4074

455 WHISTLEBLOWER POLICY

I. PURPOSE

- AFSA is committed to maintaining the highest standards of ethical conduct, integrity, and accountability. This policy is designed to:
- Encourage employees, volunteers, students, parents, and community members to report suspected wrongdoing.
- Protect individuals who make good faith reports from retaliation.
- Ensure compliance with applicable federal and Minnesota laws, including the Minnesota Whistleblower Act (Minn. Stat. § 181.931–181.935).

II. GENERAL STATEMENT OF POLICY

- AFSA High School has traditionally demanded and received the highest ethical performance from its staff, in an effort to carry out its educational mission. AFSA also strives to ensure that its workplace and equipment are maintained so as to provide a safe environment for its staff, visitors and volunteers.

III. SCOPE

This policy applies to:

- All employees of the school (administration, faculty, and staff).
- Board members.
- Volunteers, contractors, and vendors working with the school.
- Parents/guardians and students who wish to report serious concerns.

IV. DEFINITIONS

- **Whistleblower:** An individual who reports, in good faith, suspected misconduct, violations of law, policy violations, fraud, waste, abuse of authority, or dangers to public health or safety.
- **Good Faith Report:** A report made with a reasonable belief that the information is true, even if it is later found to be mistaken.
- **Retaliation:** Any form of adverse action (such as demotion, termination, harassment, intimidation, or discrimination) taken against an individual for making a good faith report.

V. REPORTING ON PROCEDURE

- **Initial Reporting:**
 - Reports may be made verbally or in writing to:
 - The Executive Director, or
 - The Board Chair (if the concern involves the Executive Director).
- **Confidential Reporting:**
 - Reports may be submitted confidentially or anonymously through [designated method: e.g., locked drop box, dedicated email, or phone line].
 - Confidentiality will be maintained to the extent possible, consistent with the need to conduct an adequate investigation.
- **Content of Report:**
 - A description of the suspected misconduct or violation.
 - The individuals involved.
 - Dates, times, and any supporting evidence, if available.

VI. INVESTIGATION

- All reports will be promptly and thoroughly investigated by the administration or Board, depending on the nature of the concern.
- The investigator will prepare a written summary of findings and recommend corrective action, if necessary.
- The school will take steps to prevent future misconduct and ensure compliance with applicable laws.

VII. PROTECTION AGAINST RETALIATION

- No employee or other individual covered under this policy who, in good faith, reports suspected wrongdoing shall suffer harassment, retaliation, or adverse employment/academic consequence.
- Any employee who retaliates against a whistleblower is subject to disciplinary action, up to and including termination.

VIII. FALSE REPORTS

- While good faith reports are protected, knowingly making false or malicious reports is prohibited and may result in disciplinary action.

Legal References:

Minnesota Whistleblower Act, Minn. Stat. §§ 181.931–181.935

Minnesota Charter School Law, Minn. Stat. § 124E

Federal and state laws protecting whistleblowers in education and nonprofit settings