

Self Reporting Charge/Arrest/Conviction

I. Board Philosophy

The Board of Education of Talbot County insists upon maintaining a safe environment for its students and employees. Because employees occasionally are subject to criminal sanctions for conduct both on and off duty as a result of violating local, state, and/or federal laws, TCPS must be informed of all such charges, arrests, and convictions in order to assess each individual situation and maintain safety for all parties involved. It is, therefore, mandatory that each employee self-reports all charges, arrests, and convictions in accordance with this policy.

The Board of Education believes that all employees will conduct themselves in accordance with standards of behavior that reflect the educational and human relations philosophies of the TCPS. The Board values the important role that exemplary employee conduct and quality performance provide to the achievement of a safe and nurturing environment.

This policy complements, and does not supersede, the provisions of Board of Education Policies for a drug-free workplace, suspected child abuse reporting, discrimination or sexual harassment.

In accordance with the *Annotated Code of Maryland*, Family Law Article, §5-561, every applicant for employment with TCPS must complete a criminal history records check. After an individual is hired, TCPS maintains its commitment to providing a safe and secure environment for all students and employees by continuing to monitor employees and whether they have engaged in criminal activity.

Self-reporting a charge or an arrest for any criminal offense as listed in this policy shall not be considered an admission of guilt.

A reported charge, arrest, or conviction for any criminal offense as listed in this policy must be investigated in accordance with the implementation guidelines.

The Board directs the Superintendent to develop regulations to ensure that:

A safe and secure environment for all students and employees is maintained by establishing a formal process for every employee to self-report charges, arrests, and convictions as listed in this policy while employed by TCPS.