
ARRESTS OR CONVICTIONS DURING EMPLOYMENT

Employees who are arrested for or convicted of a felony or misdemeanor offense that could directly impact the employee's ability to perform his or her job, have a negative impact on the company, or must be reported as required by law, must immediately, within one business day of returning to work after ***being charged, receiving a citation, being*** arrested or convicted, notify his/her supervisor and Human Resources. Employees that have been arrested for or convicted of a felony or misdemeanor during employment that impacts the employee's ability to perform his or her job, or has a negative impact on the company, may receive disciplinary action, up to and including termination.

We will report to the department any known conviction of a felony or misdemeanor involving moral turpitude of a licensed school employee that results in any type of action against the licensed school employee.