ACCOUNTABILITY PROCEDURE

7090

1.0 Rationale

This Accountability Procedure is developed to support implementation of the 7090 Accountability Policy.

2.0 Objective

To establish the process for reporting of suspected wrongdoing with regard to the trustees and employees of the Lakehead District School Board.

3.0 <u>Definitions</u>

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- 3.2 External third party means an independent and neutral service provider procured by the LDSB as required to investigate claims.
- 3.3 Senior staff means senior administration, principals/vice-principals,

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- 7.4 Outside of the annual report, the director of education shall determine when it is appropriate to inform the chair of the Board, or the Board of trustees, of an allegation of wrongdoing or the results of an investigation of wrongdoing. In addition, the director of education will inform the Audit Committee if it is a financial wrongdoing.
- 7.6 Employees are expected to fully cooperate with management and any others involved in the investigation and make all reasonable efforts to be available to assist during the course of the investigation. Employees have a right to representation by their bargaining unit.
- 7.7 All participants in an investigation of wrongdoing, including persons who make a disclosure, witnesses, and the persons alleged to be responsible for wrongdoing, shall keep the details and results of the investigation confidential, and shall not discuss the matter with anyone other than those performing the investigation.
- 7.8 Lakehead District School Board may develop procedures to protect the identities of all participants in an investigation of wrongdoing, including persons who make a disclosure, witnesses, and the persons alleged to be responsible for wrongdoing.
- 7.9 The director of education, chair of the Board, and/or the h

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