

POLICY

BOARD OF EDUCATION OF ANNE ARUNDEL COUNTY

Responsible Office: OFFICE OF INVESTIGATIONS

SELF-REPORTING CHARGE/ARREST/CONVICTION

A. PURPOSE

To maintain a safe and secure environment for all students and employees by establishing a formal process for every employee to self-report charges, arrests, and convictions as listed in Regulation GANN-RA while employed by Anne Arundel County Public Schools (AACPS).

B. ISSUE

The Board of Education of Anne Arundel 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, AACPS 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 Regulation GANN-RA.

C. POSITION

1. In accordance with the *Annotated Code of Maryland*, Family Law Article, §5-561, every applicant for employment with AACPS must complete a criminal history records check. After an individual is hired, AACPS continues to monitor employees and whether they have engaged in criminal activity in an effort to maintain its commitment to providing a safe and secure environment for all students and employees.
2. Self-reporting a charge or an arrest for any criminal offense as listed in Regulation GANN-RA shall not be considered an admission of guilt.
3. A reported charge, arrest, or conviction for any criminal offense as listed in Regulation GANN-RA may be investigated in accordance with the accompanying administrative regulation.

D. IMPLEMENTATION

The Superintendent is authorized to develop regulations to implement this policy.

Policy History: Adopted on 4/7/10
Effective 7/1/10

Note previous policy history: None