

DISTRICT INVOLVEMENT IN LEGAL PROCEEDINGS

The Board recognizes from time-to-time students, parents of students, employees or former students or employees may be involved in legal disputes or other proceedings. Absent a court order or subpoena, employees are prohibited from providing testimony, letters of support, or other assistance for any of the involved parties while acting in their official or District capacities.

If an individual is involved or wishes to be involved in such disputes or proceedings, they may do so in their individual capacity. However, they should take steps to make it known they are not acting in their District capacity. Employees must also refrain from sharing or providing any confidential student or employee information.

If employees are approached by individuals seeking information or cooperation from them related to any employee's employment or District duties, including receiving a subpoena for testimony or documents, employees should notify their supervisor or the District Administrator immediately.

Nothing in this policy should be construed to limit an employee's obligations to participate in any District investigation or matter related to their employment or District events. This includes any civil or criminal actions against the District, its employees, or students.

LEGAL REF.: 103.13 – Wisconsin State Statute
 118.125 – Wisconsin State Statute
 20 U.S.C. § 1232g
 34 CFR Part 99

APPROVED: **NOVEMBER 21, 2022**