

UTAH STATE BOARD OF EDUCATION POLICY
Policy Number: 2005
Policy Name: Complaints Against Individual Board Members
Date Approved: November 4, 2021

1. By this policy, the Utah State Board of Education (the Board) establishes the following internal rules and procedures for review of complaints received against individual board members.

- a. When the USBE Internal Audit department (Internal Audit) receives an allegation on the Public Education Hotline about an individual board member, in accordance with Rule R277-123 and as needed, Internal Audit shall follow up with the complainant to request additional information supporting the allegation.
- b. Internal Audit shall complete a preliminary analysis of the allegation and related supporting information in consideration of Board Bylaws Article IV.12.
- c. If appropriate, Internal Audit shall refer the preliminary analysis to Board leadership, including the allegation and related supporting information.
- d. Board leadership shall review the referred analysis considering the criteria set forth in Board Bylaws Article IV.12.
- e. If Board leadership determines an allegation will move forward, Board leadership shall:
 - i. provide the individual board member a copy of the allegation with related supporting information; and
 - ii. request that the individual board member provide a response with applicable supporting evidence.
- f. Board leadership shall provide the information received in conjunction with Section 1. c. and Subsection 1. e ii. to all Board members for discussion in an executive session of a Board meeting.

- g. In response to a discussion in executive session, board members may authorize action consistent with Board Bylaws Article IV.12(a)-(g).