

PLSB ETHICS COMPLAINT PROCESS

(See Arkansas Department of Education Rules Governing the Code of Ethics for Arkansas Educators, Appendix A for all procedures)

Complainant Files Allegation Form

Original Signature required; Department of Education validates

At its monthly meeting, PLSB Ethics Subcommittee determines whether to authorize an investigation on the allegation(s)

Ethics Subcommittee **does not authorize** investigation

No State Board action

CASE CLOSED (remains confidential)

Ethics Subcommittee **authorizes** investigation

Educator may provide initial written response to complaint within 30 days

Investigator is assigned and conducts investigation

Investigator sends Report of Investigation to Educator

Educator may provide written response to Report within 30 days

(At next available monthly meeting after Educator response is received or 30 days expires)

Ethics Subcommittee --

- **Reviews Report of Investigation; hears investigator briefing**
- **Makes reasonable belief determination and recommendation**

Ethics Subcommittee **finds no reasonable belief** of a violation;

No State Board action

CASE CLOSED

(remains confidential)

Ethics Subcommittee **finds reasonable belief** of a violation

Recommends for State Board action:

Written Warning; Written Reprimand (\$50); Probation (\$75); Suspension of License (\$100); Revocation or Nonrenewal; Training, Counseling, and/or Monitoring

Educator has 30 days to accept recommendation or reject and request an evidentiary hearing

Ethics Subcommittee **finds reasonable belief** of a violation

Letter of Caution Issued

No State Board action

CASE CLOSED

(remains confidential)

Educator **rejects recommendation** and requests an evidentiary hearing

Goes to Ethics Subcommittee for hearing

Educator **accepts recommendation** (or does not respond)

Goes to State Board on Consent Agenda

At Evidentiary Hearing –

Ethics Subcommittee maintains or modifies its recommendation

Educator notified and **has 14 days** to accept or reject recommendation

Educator **rejects evidentiary hearing recommendation** and **within 10 days of rejection** files written objections and brief with State Board

Educator **accepts evidentiary hearing recommendation** (or does not respond) Goes to State Board on Consent Agenda

State Board enters Final Order

(documents provided to State Board are public record)

Educator may appeal to Circuit Court (within 30 days)