

Frequently Asked Questions about Self-Reporting Requirements

NOTE: These FAQs are provided as a convenience to illustrate self-reporting requirements. If you have questions about your individual situation and whether or not you need to self-report, please call an administrator in your Human Resources Department at (941) 927-9000.

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Question	I was arrested off duty for driving under the influence. What do I need to do?
Answer	<ul style="list-style-type: none"> ✓ Unless you drive a District vehicle, you do not need to report an <u>arrest</u> for a DUI. ✓ You do, however, have an obligation to report the <u>outcome</u> of the case even if the charges are dropped or you are found not guilty. ✓ If you drive a School Board vehicle, you must self-report the arrest.

Question	Is a DUI a minor traffic offense?
Answer	✓ No.

Question	During Winter Break, I was arrested for possession of cocaine. What do I need to do?
Answer	<ul style="list-style-type: none"> ✓ You have an obligation to self-report this arrest within 48 hours to the Executive Director of Human Resources by completing the required form. ✓ Employees are innocent until proven guilty. ✓ However, failure to self-report could lead to disciplinary action. ✓ Additionally, the failure to self-report an arrest for child abuse or controlled substances must be submitted to the Florida Department of Education's Office of Professional Practices.

Question	What happens once I self-report an arrest for child abuse or possession of a controlled substance?
Answer	<ul style="list-style-type: none"> ✓ Based upon the details of your individual situation, there are three potential scenarios: <ul style="list-style-type: none"> • you will remain in your current assignment • you may be placed on administrative leave with pay or • you may be reassigned until the conclusion of the case. ✓ If you are an instructional employee, the arrest will be reported to the Florida Department of Education Office of Professional Practices.

Question	I am a teacher going through a divorce. My former spouse convinced the authorities to arrest me for child abuse. The charges are ground-less. Must I self-report? What if I fail to self-report my arrest as required?
Answer	<ul style="list-style-type: none"> ✓ Yes; you must self-report the arrest for child abuse. ✓ Employees are innocent until proven guilty. ✓ However, failure to self-report could lead to disciplinary action. ✓ Additionally, the failure to self-report an arrest for child abuse or controlled substances must be submitted to the Florida Department of Education's Office of Professional Practices.