

MATH AND SCIENCE ACADEMY

Adopted: March 20, 2023

211 CRIMINAL OR CIVIL ACTION AGAINST CHARTER SCHOOL, CHARTER SCHOOL BOARD MEMBER, EMPLOYEE, OR STUDENT

I. PURPOSE

The purpose of this policy is to provide guidance about the charter school's position, rights, and responsibilities when a civil or criminal action is pending against the charter school, or a charter school board member, charter school employee, or student.

II. GENERAL STATEMENT OF POLICY

- A. Math and Science Academy recognizes that, when civil or criminal actions are pending against a Math and Science Academy school board member, Math and Science Academy employee, or student, Math and Science Academy may be requested or required to take action.
- B. In responding to such requests and/or requirements, Math and Science Academy will take such measures as are appropriate to its primary mission of providing for the education of students in an environment that is safe for staff and students and is conducive to learning.
- C. Math and Science Academy acknowledges its statutory obligations with respect to providing assistance to Math and Science Academy school board members and teachers who are sued in connection with performance of charter school duties. Math and Science Academy policies may also apply.

III. CIVIL ACTIONS

- A. Pursuant to Minnesota Statutes section 466.07, subdivision 1, Math and Science Academy shall defend and indemnify any Math and Science Academy school board member or Math and Science Academy employee for damages in school-related litigation, including punitive damages, claimed or levied against the Math and Science Academy school board member or employee, provided that the Math and Science Academy school board member or employee was acting in the performance of the duties of the position and was not guilty of malfeasance, willful neglect of duty, or bad faith.
- B. Notwithstanding Minnesota Statutes section 3.736, Math and Science Academy shall assume full liability for its activities and indemnify and hold harmless the authorizer and its officers, agents, and employees from any suit, claim, or liability arising from any operation of Math and Science Academy and the commissioner and department officers, agents, and employees. Math and Science Academy is not required to indemnify or hold harmless a state employee if the state would not

be required to indemnify and hold the employee harmless under Minnesota Statutes section 3.736, subdivision 9.

C. Data Practices

Educational data and personnel data maintained by Math and Science Academy may be sought as evidence in a civil proceeding. Math and Science Academy will release the data only pursuant to the Minnesota Government Data Practices Act, Minnesota Statutes chapter 13 and to the Family Educational Rights and Privacy Act, 20 United States Code § 1232g, and related regulations. When an employee is subpoenaed and is expected to testify regarding educational data or personnel data, the employee will inform the building administrator or designated supervisor, who shall immediately inform the Executive Director or designee. No Math and Science Academy school board member or employee may release data without consultation in advance with the Math and Science Academy official designated as the responsible authority for the collection, use, and dissemination of data.

D. Service of Subpoenas

Math and Science Academy officers and employees will normally not be involved in providing service of process for third parties in the school setting.

E. Leave to Testify

Leave for employees appearing in court, either when sued or under subpoena to testify, will be considered in accordance with Math and Science Academy personnel policies.

IV. CRIMINAL CHARGES OR CONDUCT

A. Employees

1. Math and Science Academy expects that its employees serve as positive role models for students. As role models for students, employees have a duty to conduct themselves in an exemplary manner.
2. If Math and Science Academy receives information relating to activities of a criminal nature by an employee, Math and Science Academy will investigate and take appropriate disciplinary action, which may include discharge, subject to Math and Science Academy policies, statutes, and provisions of applicable collective bargaining agreements.

B. Students

Math and Science Academy has an interest in maintaining a safe and healthful environment and in preventing disruption of the educational process. To promote that interest, Math and Science Academy will take appropriate action regarding

students convicted of crimes that relate to the school environment.

C. Criminal Investigations

1. The policy of Math and Science Academy is to cooperate with law enforcement officials. Math and Science Academy will make all efforts, however, to encourage law enforcement officials to question students and employees outside of school hours and off school premises unless extenuating circumstances exist, the matter being investigated is school-related, or as otherwise provided by law.
2. If questioning at school is unavoidable, Math and Science Academy will attempt to maintain confidentiality to avoid embarrassment to students and employees and to avoid disruption of the educational program. Math and Science Academy will attempt to notify parents of a student under age 18 that police will be questioning their child. Normally, the Executive Director, Principal, or other appropriate school official will be present during the interview, except as otherwise required by law (Minnesota Statutes section 260E.22), or as otherwise determined in consultation with the parent or guardian.

D. Data Practices

Math and Science Academy will release to juvenile justice and law enforcement authorities educational and personnel data only in accordance with Minnesota Statutes chapter 13 (Minnesota Government Data Practices Act),²⁰ United States Code section 1232g (FERPA), or other federal or state law.

V. **STATEMENTS WHEN LITIGATION IS PENDING**

Math and Science Academy recognizes that when a civil or criminal action is commenced or pending, parties to the lawsuit have particular duties in reference to persons involved or named in the lawsuit, as well as insurance carrier(s). Therefore, Math and Science Academy school board members or Math and Science Academy employees shall make or release statements in that situation only in consultation with legal counsel.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.75 (Receipt of Records; Sharing)
Minn. Stat. § 124E.03, Subd. 2(j) (Applicable Law)
Minn. Stat. § 124E.09 (Extent of Specific Legal Authority)
Minn. Stat. § 260B.171, Subds. 3 and 5 (Records)
Minn. Stat. § 260E.22 (Interviews)
Minn. Stat. § 466.07, Subd. 1 (Indemnification)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)

Minn. Op. Atty. Gen. 169 (Mar. 7, 1963)
Minn. Op. Atty. Gen. 169 (Nov. 3, 1943)
Wood v. Strickland, 420 U.S. 308 (1975)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of Charter School Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 408 (Subpoena of a Charter School Employee)
MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)