

## Winchester-Clark County, KY Entrepreneurial Academy

# Whistleblower Protection Policy

Board-Adopted Governance Document

*Protects individuals who report concerns about organizational conduct in good faith*

## Purpose

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The Winchester-Clark County, KY Entrepreneurial Academy is committed to operating with integrity, transparency, and accountability. This policy encourages board members, officers, employees, volunteers, contractors, and program participants to report concerns about illegal activity, financial misconduct, violations of organizational policy, or other serious concerns without fear of retaliation.

## Scope

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This policy applies to all individuals associated with the WCEA including board members, the Program Director, coaches, mentors, volunteers, contractors, and any person acting on behalf of the organization.

## What to Report

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Individuals are encouraged to report in good faith any concern involving:

- Suspected or actual violations of federal, state, or local law
- Financial fraud, theft, misappropriation of funds, or falsification of financial records
- Conflicts of interest that have not been properly disclosed
- Violations of the WCEA's boundary policy, mandatory reporter obligations, or student safety policies
- Misrepresentation to funders, grant reviewers, or the public
- Violations of this or any other adopted WCEA policy

## How to Report

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Concerns may be reported to:

- The Board Chair — Andy Stephenson — in writing or in person
- The General Counsel — Judge Tyler Frazier — in writing or in person
- Any board member if the concern involves the Program Director or another board member

If the concern involves the Board Chair, it should be directed to the General Counsel or another board member. All reports will be treated as confidential to the extent possible while still allowing the organization to investigate and respond appropriately.

## Protection from Retaliation

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No individual who reports a concern in good faith under this policy will be subject to retaliation, harassment, demotion, termination, exclusion, or any other adverse action as a result of making a report. Retaliation against a good-faith reporter is itself a serious violation of this policy and will be treated as such.

This protection applies even if the concern reported turns out to be unfounded, provided the report was made honestly and without malicious intent.

## Investigation

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The Board Chair or General Counsel will acknowledge receipt of every report within 10 business days and initiate an appropriate review. The person making the report will be informed of the outcome to the extent permitted by law and organizational policy.

## False Reports

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Intentionally filing a false or malicious report is a serious violation of this policy. Individuals who knowingly file false reports may be subject to appropriate consequences up to and including removal from their role with the WCEA.

## Board Adoption

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This policy was adopted by the Board of Directors of the Winchester-Clark County, KY Entrepreneurial Academy at the founding board meeting and is effective upon adoption.

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Board Chair — Andy Stephenson

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Date adopted

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