

## Whistleblower Policy

Math Circles of Chicago requires its directors, officers, and employees to uphold high standards of personal ethics and business conduct in the performance of their duties and responsibilities.

The Whistleblower Policy intends to enable employees to raise serious concerns internally so that Math Circles of Chicago can address them and correct inappropriate actions or conduct. Board members, employees, and volunteers are to report concerns about Math Circles of Chicago regarding the code of ethics or suspected violations of law to the body that governs Math Circles of Chicago's operations.

Math Circles of Chicago will not tolerate anyone retaliating against any board member, employee, or volunteer who has reported an ethics violation or suspected a violation regarding the regulation governing the daily operations of Math Circles of Chicago. A staff member who retaliates against someone for reporting a violation is subject to disciplinary action or termination of employment.

Math Circles of Chicago encourages employees to share their concerns, questions, or complaints with the Executive Director. If the employee is not comfortable sharing their concerns with the Executive Director, they should contact the Board President.