

## **PARENT NOTIFICATION OF EMPLOYEE CRIMINAL CHARGES**

Centennial BOCES shall notify students' parents when a Centennial BOCES employee or former Centennial BOCES employee is charged with a specific criminal offense, as required by state law and in accordance with this policy.

### **Definitions**

For purposes of this policy, the following definitions shall apply:

1. "Employee" shall mean a person currently employed by Centennial BOCES or formerly employed by Centennial BOCES at any time within twelve months prior to the person being charged with a specific criminal offense and whose work requires or required the employee to be in contact with students or whose work area gives or gave the employee access to students.
2. "Parents" shall mean a student's biological or adoptive parents or a student's legal guardian or legal custodian.
3. "School day" shall mean a day on which student instruction occurs at the school and school is in session. When school is not in session (e.g. summer break), "school day" shall mean business day and shall not include a Saturday, Sunday or legal holiday.
4. "Specific criminal offense" shall mean:
  - a. felony child abuse, as specified in C.R.S. 18-6-401;
  - b. a crime of violence, as defined in C.R.S. 18-1.3-406(2), except second degree assault, unless the victim is a child;
  - c. a felony involving unlawful sexual behavior, as defined in C.R.S. 16-22-102(9);
  - d. felony domestic violence, as defined in C.R.S. 18-6-800.3;
  - e. felony indecent exposure, as described in C.R.S. 18-7-302; or
  - f. a level 1 or level 2 felony drug offense, as described in C.R.S. 18-18-401 *et seq.*

### **Parent Notification**

Centennial BOCES shall notify parents within two school days after the employee's preliminary hearing for a specific criminal offense is held, waived or deemed waived by the employee. If the specific criminal offense is not eligible for a preliminary hearing, Centennial BOCES shall notify parents within two school days after the date on which the employee is charged with a specific criminal offense. If Centennial BOCES cannot determine whether a preliminary hearing will be held or has been held or waived, Centennial BOCES shall notify parents within two school days of learning that the employee has been charged with a specific criminal offense.

The notification shall be to those parents of students:

1. enrolled in the school in which the employee is employed or was employed at the time of the alleged specific criminal offense; or
2. with whom Centennial BOCES has reason to believe the employee may have had contact as part of his or her Centennial BOCES employment.

Alternatively, Centennial BOCES may provide the parent notification required by this policy upon learning of the employee's arrest for a specific criminal offense from the Colorado Bureau of Investigation.

Within two school days after Centennial BOCES confirms the disposition of the charge against the employee for a specific criminal offense, Centennial BOCES shall notify parents of such disposition using the same notification method used in the initial notice to parents.

If a delay in parent notification is requested by the appropriate law enforcement agency, Centennial BOCES shall delay notification to parents until the request is withdrawn.

LEGAL REFS.: C.R.S. 22-1-130 parent notification of employee criminal charges  
C.R.S. 22-2-119 (4)(b) BOCES notification of employee arrests

CROSS REF.: GBEB, Staff Conduct (And Responsibilities)

Adopted: April 18, 2019  
Centennial BOCES