

Ethics and Fraud, Waste, Abuse and Corruption Procedures

Mountain Education Charter High School is committed to the highest standards of excellence, integrity and accountability throughout all of its operations. The expectation is for all employees to report suspected malfeasance or wrongdoing on the part of any employee or member of the community. The report may be made anonymously or in confidence.

Fraud:

An act of intentional or reckless deceit to mislead or deceive.

Examples:

- Fraudulent travel reimbursement.
- Conducting a business on State time for personal gain.

Waste :

A reckless or grossly negligent act that causes State funds to be spent in a manner that was not authorized or represents significant inefficiency and unneeded expense, whether intentional or unintentional.

Examples:

- Purchase of unneeded supplies or equipment.
- Purchase of goods at inflated prices.

Abuse :

The intentional, wrongful, or improper use or destruction of State resources, or seriously improper proactive that does not involve prosecutable fraud.

Examples:

- Falsification of time records to include misuse of overtime or compensatory time.
- Misuse of State money, equipment, supplies and/or other materials.

Corruption:

Corruption is an intentional act of fraud, waste or abuse or the use of public office for personal, pecuniary gain for oneself or another.

Examples:

- Forgery of another employee's check.
- Diversion of funds.

Anyone suspecting fraud, waste, or abuse involving Department of Education funds should call or write:

(1) **Mountain Education Charter High School**

65 Kenimer Street
Cleveland, Georgia
30523
Telephone: [\(706\) 219-4664](tel:(706)219-4664)

Or

(2) **Georgia Department of Education**

Office of Legal Service 205
Jesse Hill Jr. Drive SE 2052
Twin Tower East
Atlanta, Georgia
30334
Telephone: [\(404\) 463-1537](tel:(404)463-1537)

Ethics, Fraud, Waste and Abuse

The Superintendent reviews the ethics, fraud, waste, abuse, and corruption policy with all administrators during the summer seminar. A copy of this procedure is placed in the staff handbook.