



**JENISON PUBLIC SCHOOLS
WHISTLEBLOWER REPORT FORM**

INSTRUCTIONS: JPS accepts and investigates allegations of improper governmental activities by JPS employees and situations where JPS is potentially a victim of wrongdoing.

Because we do not undertake investigations without adequate cause, we need as much evidence as possible to corroborate the allegation(s) such as documents, witnesses, and other specific relevant information.

Investigating improper governmental activities is more difficult if complaints are filed anonymously because of the difficulty of obtaining evidence to corroborate the alleged improper activity before we begin an investigation. If you choose to file your complaint anonymously, be sure to provide specific and relevant information including the first and last name of individual(s) mentioned, his/her contact information, and the location address at which the improper activity occurred.

This form is in accordance with JPS Board of Education Policies 1411, 3211 and 4211.

REPORTER'S CONTACT INFORMATION:

NAME	DATE
MAILING ADDRESS	
EMAIL ADDRESS	PHONE

PERSON AGAINST WHOM THE REPORT OF SUPSECTED WRONGFUL CONDUCT IS BEING MADE:

NAME	TITLE
JPS MAILING ADDRESS	
JPS EMAIL ADDRESS	JPS PHONE

WITNESS(ES):

NAME	TITLE
MAILING ADDRESS	
EMAIL ADDRESS	PHONE

DESCRIBE IN DETAIL WHAT HAPPENED:

WHERE CAN WE FIND ADDITIONAL INFORMATION TO SUPPORT YOUR COMPLAINT:

Please submit completed form in an envelope marked "confidential" and mail to:

Leslie Philipps
JPS Human Resources
8375 20th Ave.
Jenison, MI 49428

Or email this form as an attachment to: lphilipps@jpsonline.org