

Dear Ms __Cecily____,

This letter serves to confirm that as a result of your actions, you are suspended from employment effective immediately _Dec 2_, 2024, pending investigation. It has been alleged that you failed to follow the following code of conduct as a teacher employed at TSIS and we will be thoroughly looking into this matter going forward.

- Shared personal information of a sensitive nature, including details related to your sexual history, with students without parental and school consent.
- Engaged in unauthorized and/or excessive digital communication with a minor(s) regarding non-school related activities.
- Shown differential treatment to students, holding them to different standards by making exceptions, and treating other students in a way that didn't demonstrate impartiality and respect.
- Not prioritized visibility when interacting with students, but instead have spent one-on-one time with students in isolation during school hours and school events.
- Engaged in physical contact with students that is deemed inappropriate or not in line with professional conduct.

Your continued presence during this time may undermine the impartiality and thoroughness of the investigation and could cause disruption among the TSIS Adult and Student Community.

We hope you appreciate the school's predicament, and we thank you for your full cooperation.

Below are the terms of your suspension.

1) Unless contacted beforehand, you are not permitted to enter school grounds until the suspension is over. In the meantime, any school property should remain in your possession. Failure to comply will be cause for immediate termination from your employment at TSIS.

2) You are not permitted to use the school email system to correspond with your students or fellow teachers. Failure to comply will be cause for immediate termination from your employment at TSIS.

3) We advise you to refrain from discussing the matter with anyone in the TSIS Community. You may maintain normal social contact with colleagues on the clear understanding that the allegations listed above should not be the subject of discussion. Should a breach of this advisement occur, it will be a cause for immediate termination from your employment at TSIS.

4) Please make yourself available during school hours should we need further information from you. We expect you to fully comply with our ongoing investigation by providing any required information or documentation.

5) When our investigation is complete, we will contact you, as well as CRU, to outline our findings. If we consider the need for disciplinary action, you will be advised accordingly.

6) If we do determine that you have violated sections WAC 181-87-062, WAC 181-87-060, and/or WAC 181-87-080 of the Washington State Educators Standards Board, we will be filing a notice with the OSPI Office of Professional Practice as required per section WAC 181-87-095.

Yours sincerely,
Tien Shan Administration