

NONSCHOOL EMPLOYMENT BY PROFESSIONAL STAFF MEMBERS

When a person is hired on a regular, full-time basis, the Board considers that it has given him/her full-time employment. It expects employees to give the responsibilities of their positions in the District precedence over any type of outside part-time work.

The outside work done by a staff member is of concern to the Board insofar as it may:

1. Prevent the employee from performing his/her responsibilities in an effective manner.
2. Be prejudicial to his/her effectiveness in the position, or might compromise or embarrass the school district.
3. Raise a question of a conflict of interest.

Therefore, an employee will not perform any duties related to an outside job during his/her regular working hours or during the additional time that she/he needs to fulfill the responsibilities of the position; nor will an employee use any District facilities, equipment, or materials in performing outside work.

An employee will confer with the Superintendent or his/her designee before accepting any outside employment, and will discuss impact of any outside employment on his/her employment with the District.

Any exception to this policy must be recommended by the Superintendent and approved by the Board.

First Reading: November 3, 2011

Second Reading: November 17, 2011

Adopted: November 17, 2011