

**PROFESSIONAL PERSONNEL CONSULTING**

Each staff member is expected to restrict his/her outside work to his/her non-District paid hours.

A supervisor who observes that an employee's outside work activities are adversely affecting his/her job performance should advise the employee to resolve the situation. If it cannot be resolved to mutual satisfaction, then the supervisor shall make a report to the Superintendent.

First Reading: September 15, 2011

Second Reading: October 6, 2011

**Adopted October 6, 2011**