



Book	Policy Manual
Section	4000 Support Staff
Title	Copy of REVISED POLICY - VOL. 29, NO. 2 - OUTSIDE ACTIVITIES OF SUPPORT STAFF
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Status	First Reading

REVISED POLICY - VOL. 29, NO. 2

4231 - OUTSIDE ACTIVITIES OF SUPPORT STAFF

The Board expects support staff members to avoid situations in which their personal interests, activities, and associations may conflict with the interests of the District. If such situations threaten an employee's effectiveness within the School District the District Administrator shall evaluate the impact of such interest, activity, or association upon the support staff member's responsibilities. Staff members are expected to notify the District Administrator of their involvement in any outside organization, association, or the like if the staff member identifies himself/herself as a staff member of the District as part of his/her involvement, or if the staff member will receive compensation for any outside activities (refer also to Policy 4230 - Conflict of Interest).

- A. Staff members should not give work time to an outside interest, activity, or association without valid reason to be excused from assigned duties.
- B. Staff members shall not use school property or school time to solicit or accept customers for private enterprises without written administrative permission.
- C. Staff members shall not engage in business transactions on behalf of private enterprises in which s/he may profit by virtue of his/her official position or authority or benefit financially from confidential information which the staff member has obtained or may obtain by reason of his/her position or authority.
- D. Staff members shall not campaign on school property on behalf of any political issue or candidate for local, State, or National office.
- E. Staff members should avoid conduct and associations outside the school which, if known, could have an adverse or harmful effect upon the school community.
- F. Staff members should refrain from expressions that would disrupt harmony among their co-workers or interfere with the maintenance of discipline by school officials.