

Policy No.: 403.06  
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## **EMPLOYEE OUTSIDE EMPLOYMENT**

The board believes the primary responsibility of employees is to the duties of their position within the school district as outlined in their job description. The board considers an employee's duties as part of a regular, full-time position as full-time employment. The board expects such employees to give the responsibilities of their positions in the school strict precedence over any other employment.

The board of education recognizes that a school employee, as a citizen of the community, has certain responsibilities.

The board also recognizes that outside employment and responsibilities may be justifiable and sometimes desirable; it also recognizes the fact that this out-of-school employment can become the major operation of school work.

It is also recognized that the school has a right to ask employees to give somewhat of their time to assist in the normal functions of the school after school hours as well as the right to schedule professional meetings outside of the regular school hours.

It shall be the responsibility of the superintendent to counsel employees, whether full-time or part-time, if, in the judgment of the superintendent and the employee's immediate supervisor, the employee's outside employment interferes with the performance of the employee's duties required in the employee's position within the school district.

The board may request the employee to cease the outside employment as a condition of continued employment with the school district.

Cross Reference:                   400 Employee Conflict of Interest  
  400 Certificated Employee Tutoring