NONSCHOOL EMPLOYMENT OF SUPPORT STAFF

Purpose: To establish the basic structure for the non-school employment of support staff.

The district employs all school personnel for a specific job in the schools. The board expects each employee to carry out the duties of his/her position to the satisfaction of the superintendent of schools, the principal and his/her supervisor. The board also recognizes that an individual may desire to improve himself/herself financially.

The district will allow support staff to receive compensation for outside activities as long as these activities do not interfere with the proper discharge of his/her assigned duties or do not cause poor public relations within the community. The board expects the employee to carry on any outside activity in a businesslike and ethical manner.

An employee will not engage in any other employment or in any private business during the hours necessary to fulfill appropriate assigned district duties. Further, an employee may not nor use district equipment or materials in performing outside work, or property in the course of such employment.

If an employee is unsure whether additional employment will interfere with assigned duties in the district, he/she may request a conference with the superintendent or his/her designee to discuss the situation.

Adopted 8/13/02; Revised
Richland School District Two