

POLICY GUIDE

SUPPORT STAFF MEMBERS
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Outside Activities

4230 OUTSIDE ACTIVITIES

The Board of Education recognizes that **support staff members** enjoy a private life outside **their job responsibilities** in the school district. The Board believes that school employees exert a continuing influence away from the school **district**. Accordingly, the Board reserves the right to determine if activities outside the **support staff member's job responsibilities** interfere with **their** performance and the discharge of the **support staff member's** responsibilities to this district.

The Board directs that all **support staff members** be governed in their activities outside the school by the following guidelines:

1. **Support staff members are advised to refrain from conduct, associations, and offensive speech that, if given publicity, would tend to have an adverse or harmful effect upon pupils or the school community;**
2. **Support staff members shall not devote time during their work day to an outside private enterprise, business, or business organization. They shall not solicit or accept customers for a private enterprises, business, and/or business organization on school grounds during their work day without the express permission of the Superintendent of Schools;**
3. **The Board does not endorse, support, or assume liability in any way for any staff member of this district who conducts a private activity in which pupils or employees of this district participate;**
4. **Support staff members shall not campaign on school grounds during their work day, send campaign literature home with pupils, or request, direct or have pupils distribute campaign literature on behalf of any candidate for local, State, or national office or for any bond issue, proposal, or any public question submitted at any general, municipal, or school election; and**



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5. Copyrights and patents to materials or equipment developed, written, prepared, processed, or tested by **support staff members** in the performance of their school district duties reside with and may be claimed by the Board.
6. Nothing in this Policy shall prohibit the members of the any collective bargaining agreement from exercising their obligations under the same.

Adopted:

