



Book	Policy Manual
Section	3000 Professional Staff
Title	OUTSIDE EMPLOYMENT
Code	po3231.01
Status	Active
Adopted	May 2, 2018

3231.01 - **OUTSIDE EMPLOYMENT**

Outside employment is regarded as employment for compensation that is not within the duties and responsibilities of the employee's regular position with the school system. Employees shall not be prohibited from holding employment outside the District as long as such employment does not result in a conflict of interest nor interfere with assigned school duties as determined by the District.

The Board expects employees to disclose outside employment. The Board expects employees to devote maximum effort to the position in which employed. An employee will not perform any duties related to an outside job during regular working hours or for professional employees during the additional time that the responsibilities of the District's position require; nor will an employee use any District facilities, equipment or materials in performing outside work.

When the periods of work are such that certain evenings, days or vacation periods are duty free, the employee may use such off-duty time for the purposes of non-school employment.

This policy prohibits outside supplemental employment while on any type of leave.