

## **GCQA**

### **NON-SCHOOL EMPLOYMENT BY PROFESSIONAL STAFF MEMBERS**

When a person is hired on a regular, full-time basis, the Board considers that it has given him/her full-time employment. It shall, therefore, expect all employees to give the responsibilities of their positions in the district precedence over any type of outside part-time work.

The outside work done by a staff member is of concern to the Board insofar as it may:

Prevent the employee from performing his/her responsibilities in an effective manner.

Be prejudicial to his/her effectiveness in the position; or might compromise or embarrass the school district.

Raise a question of conflict of interest--for example, where the employee's position in the district gives him/her access to information or another advantage useful to the outside employer.

Therefore, an employee will not perform any duties related to an outside job during his/her regular working hours or during the additional time that he/she needs to fulfill the responsibilities of the position; nor will an employee use any district facilities, equipment, or materials in performing outside work.

**Adopted:** April 8, 1993

Board Review/Approved: August 13, 2009