

STAFF ETHICS

An employee speaking or writing as a citizen should be free from institutional censorship or discipline, but his/her special position in the community carries special obligations. The employee must remember that the public may judge the profession and institution by his/her utterances. Hence the employee should at all times, be accurate, exercise appropriate restraint, show respect for opinion of others, and make every effort to indicate that he/she is not a school spokesperson.

EMPLOYEE CONFLICT OF INTEREST

Employees will not engage in, or have a financial interest in, any activity that raises a reasonable question of conflict of interest with their duties and responsibilities as employees. This includes, but is not limited to:

1. Employees will not participate for financial remuneration in outside activities wherein their position on the staff is used to sell goods or services to pupils or to their parents.
2. Employees who have patented or copyrighted any device, publication, or other item will not receive royalties for use of such item in the School District.
3. Employees will not engage in any type of work where the source of information concerning customer, client, or employer originates from information obtained through the School District.
4. School employees will not solicit or sell for personal gain any educational materials or equipment in the attendance areas served by the School to which they are assigned. Nor will any employees make available lists of names of students or parents to anyone for sales purposes.

Mrs. Connie Twombly, Chairperson
Mrs. Peggy Richards
Mr. Joseph Fleck
Ms. Sarah Hayes
Mrs. Desiree Tumas

Adopted by the Board: *4 April 2001*
Revised by the Board:
Reaffirmed by the Board: *17 October 2002*