

PERSONNEL

Disciplinary Action and Discharge

Staff who fail to fulfill their job responsibilities or follow the reasonable directions of their administrators or who conduct themselves on or off the job in ways that significantly affect their effectiveness on the job or in such other ways that the law determines to be sufficient cause shall be subject to discipline. Behavior, conduct, or action which may result in imposition of disciplinary action or discharge may include, but is not necessarily limited to:

Insubordination, gross incompetence, conviction of a felony, conviction of any crime involving abuse of children, unprofessional conduct, mental or physical inability to perform the duties for which employed, vulgar speech or actions, use of unlawful drugs without pharmaceutical prescription by a licensed physician or dentist, using or being under the influence of alcoholic beverages on school premises or at a school-sponsored activity off school premises, and theft of property.

Discipline shall be reasonably appropriate to the circumstances and may include reprimand, suspension, or discharge.

The District will not request, require or otherwise compel or coerce an employee to:

1. disclose login information for the employee's personal social networking account; or
2. access their personal social networking account in the presence of a supervisor or other district employee; or
3. add a district supervisor or employee to the account's list of contacts; or
4. alter the settings on the employee's personal social networking account to affect a third party's ability to view it. The district may not take adverse action against an employee for refusal to comply with any of the above actions.

However, the district may request or require the employee to share content from his or her personal social networking account if:

1. the district requests the content to make a factual determination during the course of an investigation; and
2. the district undertakes an investigation regarding the employee's activity on his/her personal social networking account; and
3. the purpose of the investigation is to ensure compliance with all applicable laws or investigate an unauthorized transfer of district proprietary information, confidential information or financial data to the personal social networking account; and
4. the employer does not request or require the employee to provide his/her login information.

