

SALEM SCHOOL DISTRICT  
Salem, Connecticut

PERSONNEL – CERTIFIED / NON-CERTIFIED

STAFF CONDUCT

The Board reaffirms one of the oldest beliefs in education: One of the best methods of instruction is that of setting a good example.

The Board expects that the staff of the district will strive to set the kind of example for students that will serve them well in their own conduct and behavior which will contribute toward an appropriate school atmosphere.

To that end, in dress, conduct, language and interpersonal relationships all staff should recognize that they are being continuously observed by students while on duty or attending school functions and that their actions and demeanor will be reflected in the conduct of the students.

The personal life of an employee will not be the concern nor warrant the attention of the Board unless it directly prevents the employee from effectively performing assigned functions during duty hours, or as it violates local, state, or national law or contractual agreements.

All staff members have the responsibility to become familiar with, and abide by, the laws of the State of Connecticut as they may affect their work, the policies of the Board, and the administrative regulations designed to implement them. All staff members shall be expected to carry out their assigned duties, support and enforce Board policies and administrative regulations, submit required reports, protect District property, oversee students and contribute to the education and development of the District's students.

The Superintendent and building Principals shall assume the major responsibility for interpreting this policy.

**Federal Compliance:**

All employees will be provided with an explanation of both their responsibilities and their rights under law in terms of the actions they may take to maintain order, discipline, and an appropriate educational environment. Accordingly, the District will provide in-services and training for its employees, as may be required by law, including but not limited to the employees' roles, responsibilities, legal liabilities, and obligations to comply with and enforce District policies and procedures established by the school administration.

(cf. 1316 – Conduct on School Property (Civility))  
(cf. 4118.23/4218.23 – Conduct and Dress)

Legal References: Connecticut General Statutes: 10-220, 10-220a and 10-221. 20 USCA – No Child Left Behind

Policy 1<sup>st</sup> Reading: October 7, 2013

Policy Adopted: November 4, 2013

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