BP-4236

CLASSIFIED PERSONNEL – NON-SCHOOL EMPLOYMENT

The School Board recognizes that district employees may receive compensation for outside activities if these activities are not inconsistent, incompatible, in conflict with, or detrimental to the employee's duties or to the duties, functions, or responsibilities of the district. Outside paid activities are incompatible with district employment if they require time periods that interfere with the proper, efficient discharge of the employee's duties, if they entail compensation from an outside source for activities which are part of the employee's regular duties, or if they involve using for private gain the district's name, prestige, time, facilities, equipment, or supplies.

The School Board realizes that many classified employees are not employed full-time, year-round and must have outside employment to make ends meet. Employees must be on approved leave if the duties of their non-school employment overlap with the time that they would normally be working for the district. The employee must notify their supervisor and gain approval prior to missing work during the school day due to non-school employment.

Adoption Date: September 21, 2026