

**Policy GCR**  
**Non-School Employment by Professional Staff Members**  
**School Board Approved: June 15, 2020**



When a person is hired on a regular, full-time basis, the Board considers that it has given him/her full-time employment. It expects 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 district insofar as it may:

1. Prevent the employee from performing his/her responsibilities in an effective manner.
2. Be prejudicial to his/her effectiveness in the position, or might compromise or embarrass the school district.
3. Raise a question of a conflict of interest.

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 s/he needs to fulfill the responsibilities of the position; nor will an employee use any District facilities, equipment, or materials in performing outside work.

The Superintendent will oversee the carrying out of the policy, will advise the Board of any policy abuse, will request any policy exceptions, and will notify the Board if he/she believes this policy should be amended.