

## **GCR - NON-SCHOOL EMPLOYMENT BY PROFESSIONAL STAFF MEMBERS**

When a person is hired on a regular, full-time basis, the Board considers that it has given him or her full-time employment. The Board expects employees to give the responsibilities of their positions in the District precedence over any type of outside part-time work or professional consulting work.

The outside work done by a staff member is of concern to the Board insofar as:

An employee will not perform any duties related to an outside job during his/her regular working hours or during the additional time that she/he needs to fulfill the responsibilities of the position. Each professional staff member is expected to restrict his/her outside work to his/her non-District paid hours. Nor will an employee use any District facilities, equipment, or materials in performing outside work.

A supervisor who observes that an employee's outside work activities are adversely affecting his/her job performance should advise the employee to resolve the situation. If it cannot be resolved to mutual satisfaction, then the supervisor shall make a report to the Superintendent.

### Statutory/Regulatory/Policy/Handbook Cross References

Handbook (Referenced in Personnel Handbooks)

APPROVED: July 20, 2006