

Book	Policy Manual
Section	300 Employees
Title	Outside Activities
Code	319
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Legal	1. 24 P.S. 1850.1
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Authority

The **Joint** Operating Committee recognizes that administrative, **professional and** classified employees **do have the right to** private lives and associations with others outside of **work**. However, the **Joint** Operating Committee has a responsibility to evaluate employees' effectiveness in discharging **assigned** duties and responsibilities.

Therefore, when nonschool activities **directly impact** upon an employee's effectiveness within the school, the **Joint** Operating Committee reserves the right to evaluate the **effect** of such activities on **the individual's completion of** responsibilities **and assignments**.[\[1\]](#)

The **Joint** Operating Committee does not endorse, support, nor assume liability for any staff member who conducts nonschool, outside activities in which students **or** employees may participate.

Delegation of Responsibility

The Director **or designee shall disseminate this policy** so that employees may avoid situations in which personal interests, activities, and associations may conflict with the interests of the school.

Guidelines

The following guidelines are provided for the direction of **all** employees:

1. Do not utilize school material for personal gain. Copyrights to materials or equipment developed, processed, or tested by employees **when** performing **assigned** activities in fulfillment of the terms of employment reside with and may be claimed by the school.
2. Do not use school property or time to solicit or accept customers for private enterprises.
3. Do not use school time for outside activities when there is no valid reason to be excused from assigned duties.
4. **Do not tutor for compensation students assigned to your class.**

Last Modified by Terri Birchard on August 9, 2018