

STAFF PROFESSIONALISM

The White Mountains Regional School Board believes that student performance, achievement, and preparation for a lifetime of success may be positively affected by the professional appearance of staff members. In dress, conduct and interpersonal relationships, educational professionals and support staff professionals establish models that affect the development of students. Staff actions and demeanor will be reflected in the conduct of our students. The school board expects its professional staff members to set exemplary models and shall demonstrate through dress and grooming an appreciation and respect for the education profession.

Appropriate professional appearance serves to:

- reinforce a shared vision of the school board and staff members' identity as highly motivated professionals working toward a common mission
- directly and indirectly reinforce the conduct, morale, and performance of the district's students
- strengthen morale and staff members' sense of professionalism and dignity
- strengthen the public/community's perception of the district, its schools, its students and the education profession.

All employees, educational staff in particular, must exercise good judgment in their choice of professional appearance for work and work related activities (e.g., activities in which students participate, meetings or conferences with parents, educational or other professional conferences, etc.) by always appearing in a manner:

- that is appropriate to the situation
- that provides positive role models for students
- that promotes a learning and working environment that is free from unnecessary disruption
- that is conducive to high student and staff performance
- that will invoke a positive impression upon parents and the community

Professional Educational Staff (teachers and administrators):

All educational staff are considered professionals and, as such, are encouraged to display a professional appearance when serving as an employee/representative of the district. Professional dress shall be defined as that dress generally accepted by the community as acceptance for day time, office wear. As professionals, educational staff shall be allowed the discretion to select appropriate dress for the duties to which they are assigned. Allowances should be made for activities and/or responsibilities on an individual, day-by-day basis. The school board wants to have a professional work environment and encourage you to exercise good judgment when dressing for work. When in doubt, "dress up".

Exception – Appropriate athletic clothing may be worn during ones instructional assignment, when assisting with physical education classes or coaching athletic activities. Shorts cannot be worn in other parts of the school buildings. Sweat pants and similar attire must be worn.

Support Staff Professionals:

Food Service Professionals – Employees in the Food Service Department shall wear specified uniform items as defined in the Employee Handbook or per the instructions of the Food Service Director. Employee guidelines include type and color of uniforms, types and color of shoes, aprons, hair coverings and restrictions on jewelry, makeup and nail polish.

Administrative Assistant, Secretarial, Para Professionals – Employees assigned to office positions and/or classrooms shall wear clothing appropriate for persons employed in professional business and office assignments. These employees shall strive to meet dress code requirements established for Professional Educational Staff.

Maintenance Department Professionals – Employees in custodial, grounds and maintenance assignments are encouraged to wear work clothing of denim, twill or comparable material. Clothing must be neat and appropriate to the job assignment. Alternate clothing may be approved by the Director of Buildings and Grounds depending on activity and weather conditions. Any clothing and accessories worn must meet safety standards.

It will be the responsibility of the building principal or department director to determine if an employee's appearance is improper or inappropriate. It will be their responsibility to inform said employee of their concerns. At that point, employee and building principal or department director should work toward a mutually agreed upon resolution. If a mutual resolution cannot be reached, then the employee will need to follow the grievance procedure as outlined in the WMEA Contract.

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