

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

When a person is hired on a regular, full-time basis, the White Mountains Regional School Board considers that it has given him/her full-time employment. It expect employees to give the responsibilities of their positions in the White Mountains Regional School District precedence over any type of outside part-time work.

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

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.

An employee will confer with the Superintendent or his/her designee before accepting any outside employment, and will discuss impact of any outside employment on his/her employment with the District.

### **PROFESSIONAL PERSONNEL CONSULTING**

Each staff member is expected to restrict his/her outside work to his/her non-District paid hours.

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.

### **TUTORING FOR PAY**

No teacher may receive pay for tutoring one of his/her own pupils. A teacher will avoid tutoring any child from his/her building. All questions regarding tutoring should be referred to the teacher's building principal or designee.

The above does not apply to homebound instruction assigned by the school administration.

1st Reading: April 25, 2005

2nd Reading: May 23, 2005

Adopted: May 23, 2005