



Policy 3.18R
OUTSIDE EMPLOYMENT

Effective: 7/1/2015

- I. This policy prohibits any activities representing outside employment during school hours.
- II. An employee may not accept employment outside of his district employment which will interfere, or otherwise be incompatible with the District employment, including normal duties outside the regular work day; nor shall an employee accept other employment which is inappropriate for an employee of a public school.
- III. The Superintendent, or designee(s), shall be responsible for determining whether outside employment is incompatible, conflicting, or inappropriate.
- IV. During the contractual year, a Russellville School District employee shall not act as a salesperson for any type of school supplies or books used in a school or by the pupils of any school.
- V. Staff members who sponsor trips on behalf of commercial tour companies shall not use instructional time to promote or advertise trips designed for youth travel. No staff member will be granted "professional or business leave" for these non-school trips. Students and parents must be informed by staff members who sponsor such trips that the Russellville School District does not sanction, sponsor, organize, nor accept liability for trips so created. Staff members must also inform students and parents that instructional days lost for the purpose of commercial travel may be unexcused absences from school.

Cross References: 3.8 – Licensed Personnel Sick Leave, 3.32 – Licensed Personnel Family Medical Leave, 3.44 – Licensed Personnel Workplace Injuries and Workers' Compensation
Legal Reference: §6-24-106, 107, 111
Former Policy Number: GAGA
Adopted: 9/15/1981
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Revised: 5/20/2003, 5/19/2015