

# Douglas County School District 15

Code: **GBCAA**  
Adopted: 10/08/03  
Readopted: 11/17/14  
Orig. Code(s): GBCAA

## Staff Conduct

The Board will establish policies, rules and regulations governing employee conduct and activities. Licensed staff shall be subject to OAR 584-020-0000 to -0035, Standards for Competent and Ethical Performance of Oregon Educators. In addition, the superintendent may establish rules and regulations not inconsistent with those established by the Board.

The following is a list of actions which may lead to disciplinary action, including suspension or termination of employment, for those employees found to have committed them; the list is not intended to include all types of activity which will lead to discipline but is intended to be suggestive of those types of things which will result in disciplinary action being taken:

1. Theft of district property, the property of another district employee or theft occurring during working hours;
2. Falsification of any district record or employment application;
3. Deliberate destruction of district property of another district employee;
4. Negligent conduct or horseplay resulting in personal injury or property damage;
5. Fighting or causing physical harm to another employee during working hours or on district property;
6. Sexual harassment, as prohibited by Board policy GBN - Sexual Harassment;
7. Threatening, hazing, harassing, intimidating, bullying or menacing other district employees as prohibited by Board policy GBNA - Hazing/Harassment/Intimidation/Menacing/Cyberbullying – Staff;
8. Possessing, using, selling or buying any alcoholic beverage, narcotic, hallucinogenic drug, marijuana, barbiturate, amphetamine or other intoxicant during working hours or on district premises or reporting for work under the influence of any of the above;
9. Gambling during work hours or on district property;
10. Smoking or using tobacco on district property, including district vehicles or in district facilities;
11. Possession or use of any firearm or other object that could reasonably be considered to be a dangerous or deadly weapon as prohibited by law during working hours or on district property;
12. Unauthorized absence will result in disciplinary action;

13. Insubordination such as refusal to obey a supervisor's instructions or the use of threatening language to supervisors in connection with instructions;
14. Unauthorized use of district equipment;
15. Deliberate or excessive waste of district materials or abuse of district equipment;
16. Immoral conduct or indecency which is not acceptable in a school setting;
17. Encouraging or participating in any strike, work stoppage, slowdown picketing relating to a strike or other restriction of work or similar activity unless as otherwise provided by the employee's collective bargaining agreement;
18. Excessive tardiness or absenteeism;
19. Solicitation for any cause or distribution of written or printed matter not authorized by the district on district property during working hours other than established break or lunch periods or as otherwise authorized by the district;
20. Sleeping during working hours;
21. Use of profanity;
22. Failure to promptly report an accident or injury occurring on district property or during working hours;
23. Use of a sick leave day for reasons other than as provided by law or the individual's collective bargaining contract;
24. Use of personal-business day for other than the reason stated;
25. Leaving assigned work station without permission.

END OF POLICY

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**Legal Reference(s):**

[ORS 244.010 to-244.400](#)  
[ORS 332.016](#)

[ORS 659A.309](#)

[OAR 199-005-0003 to-199-020-0020](#)  
[OAR 584-020-0040](#)

OR. ETHICS COMM'N, OR. GOV'T ETHICS LAW, A GUIDE FOR PUBLIC OFFICIALS.