

**Lake Oswego  
School District 7J**

Code: **GBC**  
Adopted: 4/04/05  
Readopted: 6/08/09  
Orig. Code(s): 4211

**Staff Ethics**

District employees will not engage in, or have a financial interest in, any activity that raises a reasonable question of conflict of interest with their duties and responsibilities as staff members. This means that:

1. Employees will not solicit for financial remuneration from students, parents or staff;
2. Any device, publication or any other item developed during the employee's paid time shall be district property;
3. Employees will not further personal gain through the use of confidential information gained in the course of or by reason of position or activities in any way.

No administrator or supervisor will exercise supervisory authority over a person who is a member of his/her family. Persons regularly employed by the district prior to the inception of such relationship will not have employment terminated but may be transferred to another building or placed under different supervision, if necessary, to eliminate potential conflict.

More than one member of an employee's family may be hired as a regular district employee. In accordance with Oregon law, however, the district may refuse to hire individuals, or may transfer current employees, in situations where an appointment would place one family member in a position of exercising supervisory, appointment or grievance adjustment authority over another member of the same family. Employees who are members of the same family may not be assigned to work in the same building except by the superintendent's approval

For the purposes of this policy, a family member is defined as a wife, husband, son, daughter, mother, father, brother, sister, brother-in-law, sister-in-law, son-in-law, daughter-in-law, mother-in-law, father-in-law, aunt, uncle, niece, nephew, step parent or step child.

No district employee may serve as a Board or budget committee member in the district.

An employee will not perform any duties related to an outside job during his/her regular working hours or during the additional time that he/she needs to fulfill the district position's responsibilities nor will an employee use any district facilities, equipment or materials in performing outside work.

END OF POLICY

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**Legal Reference(s):**

[ORS 244.010 to-244.400](#)

[ORS 260.005](#)

[ORS 294.311](#)

[ORS 294.336](#)

[ORS 332.016](#)

[ORS 659A.309](#)

[OAR 199-005-0005 to-199-020-0020](#)

[OAR 584-020-0040](#)

OR. ETHICS COMM'N, OR. GOV'T ETHICS LAW, A GUIDE FOR PUBLIC OFFICIALS (2008).

**Cross Reference(s):**

GCQAB - Private Tutoring for Pay