

Willamina School District 30J

Code: **GBC**
Adopted: 1/09/89
Readopted: 3/14/05
Orig. Code(s): GBC

Staff Ethics

Employees of the district 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 members of the school staff. 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 or her family. Persons regularly employed by the district prior to the inception of such relationship will not be terminated, but may be transferred to another building or placed under different supervision if necessary to eliminate any potential conflict.

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

More than one member of an immediate family may be hired as a regular employee of the district. 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 member of a family 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 immediate family may not be assigned to work in the same building except by special permission of the superintendent.

An employee will not perform any duties related to an outside job during his regular working hours or during the additional time needed to fulfill the responsibilities of the position; nor will an employee use any district facilities, equipment, or materials in performing outside work.

END OF POLICY

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.

Cross Reference(s):

GBI - Gifts and Solicitations
GCQA/GDQA - Nonschool Employment
GCQAB - Tutoring for Pay
KJ - Advertising in District Facilities