

<b>Hampton School District Policy</b>	<b>Section:</b> <u>G</u> <b>Code:</b> GBEA <b>Title:</b> Staff Ethics <b>Category:</b> R (Recommended) <b>Page:</b> 1 of 2
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**STAFF ETHICS**

All employees of the District are expected to maintain high standards in their conduct. District employees are responsible for providing leadership in the school and community. This responsibility requires the employee to maintain standards of exemplary conduct. To these ends, the Board adopts the following statements of standards. District employees will:

- Make the wellbeing of students the fundamental value of all decision-making and actions.
- Maintain just, courteous, and proper relationships with students, parents, staff members, and others.
- Fulfill their job responsibilities with honesty and integrity.
- Direct any criticism of other staff members toward improving the District. Such constructive criticism is to be made directly to the building administrator.
- Obey all local, state, and national laws.
- Implement the School Board’s policies, administrative rules and regulations.
- Avoid using position for personal gain through political, social, religious, economic, or other influence.
- Maintain the standards and seek to improve the effectiveness of the profession through research and continuing professional development.
- Honor all contracts until fulfillment or release.
- Maintain all privacy and confidentiality standards as required by law.
- Exhibit professional conduct.

Employees are put on notice that this list is not intended to be exhaustive or complete. Employees who fail to abide by the terms of this policy may be non-renewed and/or face discipline up to and including termination. Any action taken regarding an employee’s employment with the District will be consistent with all rules, laws, and collective bargaining agreements, if applicable.

<b>Adopted:</b>	DATE: April 4, 2005, November 9, 2010, Jan. 9, 2012
<b>Reviewed:</b>	September 11, 2010, Jan. 3, 2012
<b>Revised:</b>	November 8, 2005
<b>Cancellation:</b>	Replaces GBEA, GBEB, GBEB-R

**STAFF ETHICS**  
(continued)

**EMPLOYEE CONFLICT OF INTEREST**

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 employees. This includes, but is not limited to:

1. Employees will not participate for financial remuneration in outside activities wherein their position on the staff is used to sell goods or services to pupils or their parents.
2. Employees who have patented or copyrighted any device, publication, or other item will not receive royalties for use of such item in the District.
3. Employees will not engage in any type of work where the source of information concerning customer, client, or employer originates from information obtained through the District.
4. School employees will not solicit or sell for personal gain any educational materials or equipment in the attendance areas served by the School to which they are assigned. Nor will any employees make available lists of names of students or parents to anyone for sales purposes.

To avoid nepotism in the supervision of personnel, the Board directs that no employee be assigned in any position where the employee would be responsible to a relative.

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