

**ALL PERSONNEL – INCOMPATIBLE ACTIVITIES: NONSCHOOL EMPLOYMENT**

Personnel of the school district may receive compensation for outside activities as long as such activities are not inconsistent, incompatible, in conflict with, or inimical to the duties of the employee, or to the duties, functions, or responsibilities of the school district.

The Superintendent or his/her designee is authorized to determine which activities are inconsistent, incompatible, or in conflict with any employee's duties, pursuant to the following criteria and the appropriate action to remedy any such conflict.

Such outside activities may be prohibited if they:

1. Involve use of district time, facilities, equipment, supplies, or other material resources of the district for private gain or advantage.
2. Involve use of the name, reputation, prestige or influence of the district for private gain or advantage.
3. Involve the acceptance of any money or other consideration from any person or agency, other than the district, for the performance of any act which the employee would be required or expected to render as a part of the duties of the employee.
4. Make such time demands of the employee that there is interference with the proper discharge of the employee's duties.
5. Are unethical, discredit the district, or otherwise cause or contribute to poor public relations with the community.
6. Place the district in a liable situation.

*(cf. 2310 – Conflict of Interest Code)*

Any employee receiving compensation, or who anticipates receiving compensation, for outside activities, which may be inconsistent with this policy, is to immediately report the outside activity to the Superintendent or his/her designee for an individualized determination as to whether the activity is inconsistent, incompatible, or in conflict with the employee's duties, and to determine appropriate remedial measures.

All personnel shall be provided a copy of this policy. An employee wishing to appeal a decision by the Superintendent or his/her designee shall use the District's complaint process.

*Legal References:*

Education Code

35160 Powers of governing board after January 1, 1976

Governing Code

1126 Incompatible activities of employees

Policy

adopted: August 19, 2008

**JEFFERSON SCHOOL DISTRICT**

Tracy, California