

# Palmyra Area School District

SECTION: ADMINISTRATIVE  
EMPLOYEES

TITLE: OUTSIDE ACTIVITIES

ADOPTED: November 9, 2006

REVISED:

	<b>319. OUTSIDE ACTIVITIES</b>
1. Purpose	<p>The Board recognizes that members of the administrative staff must enjoy private lives and may associate with others outside of school for political, economic, religious, cultural or personal reasons. The Board, however, has a responsibility to evaluate administrators in terms of their faithfulness to, and effectiveness in, discharging school duties and responsibilities. Therefore, when nonschool activities impinge upon an administrator's effectiveness within the school system, the Board reserves the right to evaluate the impact of such activities upon his/her responsibilities to the students and to the district's programs.</p>
2. Delegation of Responsibility	<p>The Board directs the Superintendent to promulgate guidelines so that administrators may avoid situations in which their personal interests, activities, and associations may conflict with the interests of the district.</p>
3. Guidelines	<p>The following guidelines are provided for the direction of administrators:</p> <ol style="list-style-type: none"><li>1. Do not utilize school material for personal gain. Copyrights to materials or equipment developed, processed, or tested by district employees in the performance of district activities in fulfillment of the terms of their employment, reside with and may be claimed by the district.</li><li>2. Do not use school property or school time to solicit or accept customers for private enterprises. The Board does not endorse, support, nor assume liability for any staff member from this school district who conducts nonschool outside activities in which students and employees of this district may participate.</li><li>3. Do not use school time for outside activities when there is no valid reason to be excused from assigned duties.</li></ol>
