



Policy of the Board of Trustees

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NON-SCHOOL EMPLOYMENT BY PROFESSIONAL STAFF MEMBERS

In the absence of a contract with an outside agency or service to provide the professional staff for the North Country Charter Academy, the following policy will apply to all professional staff positions.

When a person is hired on a regular, full-time basis, the Board of Trustees considers that it has given him/her full-time employment. It expects employees to give the responsibilities of their positions at North Country Charter Academy precedence over any type of outside part-time work.

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 responsibilities of the position; nor will an employee use any school facilities, equipment, or materials in performing outside work.

An employee must have prior approval from the Principal before accepting any outside employment, and will discuss the impact of any outside employment on his/her employment with the school.

1st Reading: October 20, 2011

2nd Reading: December 15, 2011

Adoption: January 24, 2012

Proposed Reconsideration: January 2016