

**LUZERNE
INTERMEDIATE
UNIT #18**

**SECTION: PROFESSIONAL EMPLOYEES
TITLE: OUTSIDE ACTIVITIES
ADOPTED: NOVEMBER 20, 2002
REVISED: SEPTEMBER 24, 2014**

419. OUTSIDE ACTIVITIES	
1. PURPOSE	The Board recognizes that members of the professional staff do enjoy private lives and may associate with others outside of school for economic, religious, cultural or personal reasons. However, the Board and its supervisory staff have a responsibility to evaluate staff members in terms of their effectiveness in discharging assigned duties and responsibilities.
2. AUTHORITY	<p>Therefore, when non-school activities impact upon a staff member's effectiveness within the school system, the Board reserves the right to evaluate the effect of such activities upon the individual's completion of responsibilities to the students and to the programs of the intermediate unit.</p> <p>The Board does not endorse, support, nor assume liability for any intermediate unit staff member who conducts non-school, outside activities in which intermediate unit students and employees may participate.</p>
3. DELEGATION OF RESPONSIBILITY	The Executive Director or designee shall disseminate guidelines so that staff members may avoid situations in which their personal interests, activities, and associations may conflict with the interests of the intermediate unit.
4. GUIDELINES	<p>The following guidelines are provided for the direction of staff members:</p> <ol style="list-style-type: none">1. Do not utilize intermediate unit material for personal gain. Copyrights to materials or equipment developed, processed, or tested by intermediate unit employees in the performance of intermediate unit activities in fulfillment of the terms of their employment reside with and may be claimed by the intermediate unit.2. Do not use school property or school time to solicit or accept customers for private enterprises.3. Do not use school time for outside activities when there is not valid reason to be excused from assigned duties.

Private Practice/Services

Employees who intend to make personal monetary gains, other than the regular salary paid by the Intermediate Unit, through tutoring or any other type of service shall not do so in any school or other building leased to the Intermediate Unit.