File: GBEA

## STAFF ETHICS/CONFLICT OF INTEREST

## STAFF ETHICS

It is expected that a spirit of intelligent and friendly cooperation for the good of the schools will guide all Hull School Personnel in their relationship with each other, the administration, parents, pupils, and public, in their actions. Grievances and complaints should be brought for remedy to the proper school authorities and not aired in public. The administration will welcome constructive suggestions and implement them when possible.

Grievance procedures for particular groups of employees are spelled out in their contracts with the School Committee (see also GBK.) However, any employee or group of employees of the school department, having a grievance may first discuss the problem with the Principal; secondly if dissatisfied with the action at this level, he/she may meet with the Superintendent and then if desired write a letter to the School Committee, stating the grievance, and as a final step meet with the School Committee in executive session.

## CONFLICT OF INTEREST

Employees of the School Committee 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 members of the school staff. 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 such item will not receive royalties for use of such item in the district schools;
- 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 Hull Public Schools:
- 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; and
- 5. The district will not purchase supplies or materials from a staff member of the Hull Public Schools, or from a member of the household of the staff member.

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

CROSS REF: Collective Bargaining agreements

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**Hull Public Schools**