

PERSONAL CONDUCT

Employees of Bonneville Joint School District No. 93 are expected to maintain high standards of honesty, integrity, and impartiality in the conduct of District business and required to comply and conform to Idaho law and the Code of Ethics of the Idaho Teaching Profession. Administrators and supervisors may set forth additional rules and regulations governing an employee's conduct on the job within a particular building.

Guidelines

Administrators and supervisors shall review and discuss this policy with all staff. Annual notification of District policies for certified and classified staff will be made available on the District's webpage. It is the responsibility of all staff to read and become informed of the contents, requirements, and expectations of these policies. Hard copies will be made available upon request.

Conflict of Interest

1. An employee should not dispense or utilize any information gained from employment with the District, accept gifts or benefits, or participate in business enterprises or employment which creates a conflict of interest with the faithful and impartial discharge of the employee's District duties.
2. A District employee may, prior to acting in a manner which may impinge on any fiduciary duty, disclose the nature of the private interest which creates a conflict.
3. Care should be taken to avoid using, or avoid the appearance of using, official positions and confidential information for personal advantage or gain.

Confidential Information

1. Employees should hold confidential all information deemed to be not for public consumption as determined by law and Board policy.
2. Employees shall respect the confidentiality of people served in the course of the employee's duties and use information gained in a responsible manner.
3. Discretion should be used within the school system's network of communication.

Insubordinate Conduct

1. In the educational setting there are high expectations for employee behavior to ensure effective and efficient operation of the District and to model appropriate professional interactions for students.

2. Employees shall treat all administrators, students, and colleagues in an appropriate professional manner.
3. Employees shall comply with all work-related orders, instructions, and directives issued by a proper authority.
4. Examples of improper conduct include, but are not limited to:
 - a. Disobeying an appropriate order, instruction or directive of a supervising employee or administrator;
 - b. Refusing to accept a reasonable and proper work assignment or directive of a supervising employee or administrator;
 - c. Disputing or ridiculing authority;
 - d. Exceeding authority; and/or
 - e. Using vulgar or profane language to a supervising employee or administrator.

Relationship with Students

1. In addition to the responsibility of all employees to detect and report suspected child abuse, it is of equal importance to avoid the perception or possible incidence of child abuse.
2. Physical contact that is unnecessary and/or inappropriate or conduct that may reasonably be perceived by parents as inappropriate is forbidden. Such contact may include but is not limited to:
 - a. Striking of any student personally or with an object that may result in bodily harm to the student.
 - b. Physical contact of any type that is, or can be perceived as sexual or overly familiar.
 - c. Verbal assault or other gesture which inflicts emotional or social harm to the student.
3. Employees should not jeopardize themselves or their employment by being alone with a student.

Discipline

Violation of this policy may subject the employee to immediate suspension and/or termination of employment.

Adopted 11-02-2005 Reviewed 04-11-2012 Revised 12-13-2017

Cross Reference: Code of Ethics for Idaho Professional Educators #5200
Professional Standards Commission Code of Ethics #5200E1
Code of Ethics for Idaho Professional Educators #5200E2
Grounds for Revocation of a Certificate #5215
Corporal Punishment #5257
Reporting Child Abuse, Abandonment or Neglect #5260
Reporting Child Abuse, Abandonment or Neglect Procedures #5260P

Legal Reference: Idaho Code § 33-1208 Revocation, suspension, denial, or place reasonable conditions on certificate – Grounds
Idaho Code § 33-1209 Proceedings to revoke, suspend or deny or place reasonable conditions on a Certificate
IDAPA 08.02.02.076 Code of Ethics of the Idaho Teaching Profession