

ABINGTON SCHOOL DISTRICT
ABINGTON, PENNSYLVANIA

BOARD POLICY STATEMENT	REGARDING:	Outside Employment and Outside Business Interests
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Section: **Human Resources**

Approved: November 27, 2018

Supersedes/Amends Policy	See Also:	Related SAP; Board Policy and SAP Re: Tutoring Students; Board Policy Re: Conflict of Interest – Employees
Dated:	NEW	

The District desires to minimize conflicts of interest and potential conflicts of interest in connection with employment. To this end, the District permits its employees to maintain outside employment and outside business interests (“Outside Business Interests”), as defined below, under the following conditions:

- The Outside Business Interest does not create an actual or potential conflict of interest;
- The Outside Business Interest does not affect the ability of employees to perform their obligations to the District;
- The employee does not use either their position with the District or District resources, including their District email, to improperly further their own Outside Business Interests;
- The Outside Business Interest does not negatively affect the reputation of the District; and
- Employees who engage in Outside Business Interests do so on their own time and not as a representative of the District and do not otherwise imply the District endorses their services or product.

Definitions

Outside Employment – means performing services for a fee for an entity other than the Abington School District whether as an employee or independent contractor.

Outside Business Interests – means any interests or activities undertaken by a District employee for financial or other remuneration outside their role at the District, including, but not limited to, private consulting, or owning, operating or being employed by a private business. Ownership of a private business does not include a financial interest in a legal entity engaged in business for profit which comprises no more than five percent (5%) of the equity of the

business or no more than five percent (5%) of the assets of the business. In other words, if a District employee owns five percent (5%) or less of a business and is not otherwise employed by the business, then that business interest is not covered by this policy.

Non-District Sponsored Activity – means an Outside Business Interest which involves District students as participants either as customers, employees, participants or otherwise. This definition does not include students who are related to or share a household with the District employee. It also does not include student customers/employees/participants with whom contact is incidental and completely unsolicited by the District employee. An example of a Non-District Sponsored Activity is overnight travel to foreign countries sponsored by private companies employing District staff.

Questions regarding this Policy or the accompanying Superintendent's Administrative Procedure should be directed to the building principal or an employee's immediate supervisor.

Non-District Sponsored Activities

The Board recognizes that from time to time students may have the opportunity to participate in Non-District Sponsored Activities.

The Board does not prohibit students from participating in Non-District Sponsored Activities or District staff members from sponsoring and/or planning such Non-District Sponsored Activities to the extent that there is no interference with the regular school program and/or other student/staff responsibilities. The Board does; however, regulate the circumstances under which, and the procedures that must be followed when, students are solicited to participate in Non-District Sponsored Activities on school grounds and by school personnel.

The Superintendent or designee shall promulgate procedures implementing this Policy in accordance with the law. These procedures shall be designed to minimize any disruption to normal school operations caused by Non-District Sponsored Activities and to ensure employees keep separate their work-related activities from the Non-District Sponsored Activities.

The Board may from time to time direct the Superintendent or designee to make a recommendation concerning the participation of District students and/or staff in non-school sponsored foreign travel in the event of war, acts of terrorism, natural disasters or other circumstances which might endanger the safety/welfare of District students and/or staff.