

Personal Conduct

Employees are expected to maintain high standards of honesty, integrity and impartiality in the conduct of District business and required to comply and conform to the Idaho law and the Code of Ethics of the Idaho Teaching Profession. Re-employment is contingent upon such conformity. Copies of the Code will be made available for anyone that requests a copy.

In addition to the conduct enumerated in Idaho law and the Code of Ethics of the Idaho Teaching Profession, 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 create a conflict of interest with the faithful and impartial discharge of the employee's District duties. 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. Care should be taken to avoid using, or avoid the appearance of using, official positions and confidential information for personal advantage or gain.

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

Releases to the Media

The district encourages all employees to assist in fostering and maintaining effective media contacts. Employees must provide accurate facts and information to the media. Great care must be taken to distinguish between employees speaking as private citizens and speaking in a capacity as school district representative or official.

The superintendent is the official spokesperson of the district. Principals are the official spokespersons for matters that pertain specifically to their building. The board recognizes that the nature of some positions other than superintendent and principal, require responses to media requests and interviews. Employees such as coaches, activity directors and supervisors will respond to such requests for information in a clear, concise and positive manner.

Nothing in this policy restricts an individual from speaking on their own behalf, but they must clearly represent that they are speaking individually and not as a representative of the district. Administrators and supervisors may set forth specific rules and regulations governing an employee's conduct on the job within a particular building.

Legal Reference: I.C. § 33-1208 Revocation, Suspension or Denial of Certificate – Grounds
Code of Ethics of the Idaho Teaching Profession

Policy History:

Adopted on: 03/25/08
Revised on: