

**SERIES 500
PERSONNEL**

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STAFF CONDUCT

All staff members have a responsibility to make themselves familiar with, and abide by, the laws of the state as these affect their work, the policies of the Board of Education, and the regulations designed to implement them.

Every employee is expected to:

1. Follow the codes of ethics prescribed by his/her professional organizations.
2. Adhere to any code of ethics established by state law, if applicable.
3. Conduct him/herself in a manner that does not hamper his/her efforts to teach or perform his/her duties.
4. Comply with expectation, terms and conditions outlined in the employee handbook.
5. Demonstrate concern and attention to their own and the school system's legal responsibility for the safety and welfare of students, including the need to ensure that students are under supervision during the school day and at school-sponsored activities.
6. Demonstrate careful attention to all professional duties, including student registration, attendance-keeping and record-keeping, student discipline, reporting to parents/guardians, supervision of students, attendance at appropriate meetings and the request for, care of, and accounting for instructional materials and equipment, as well as effective classroom interaction with students.

Issues relating to a staff member's conduct may be considered by the Board in closed session if permitted by state law.

Legal References: Sections 19.59 Wisconsin Statutes
 19.85
 120.12(2)

Cross Reference: 173, Closed Sessions

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