

Personal Conduct

Employees are expected to maintain high standards of honesty, integrity, and impartiality in the conduct of District business and are required to comply with and conform to the Idaho law and the Code of Ethics for Idaho Professional Educators.

It shall be the responsibility of each employee to review the District Policy manual and know the contents thereof, to fulfill the requirements and duties of the position(s) for which they are hired, and for Certified staff to abide by the Code of Ethics for Idaho Professional Educators.

In addition to the conduct enumerated in Idaho law and the Code of Ethics for Idaho Professional Educators, an employee should not:

- dispense or utilize any information gained from employment with the District,
- accept gifts or benefits in excess of \$50
- participate in business enterprises or employment

which create(s) a conflict of interest with the faithful and impartial discharge of the employee's District duties. Any potential District employee who is related by blood or marriage to their immediate supervisor will have employment and/or transfer reviewed and approved by the Superintendent prior to the offering of such employment. For purposes of this policy, "related" shall be defined as spouse, parent, child or sibling.

A District employee may, prior to acting in a manner which may impinge on any fiduciary duty, disclose, to the Superintendent, 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 District's own network of communication.

District employees who are contacted by the media should direct such inquiries to either the individual in question or to the Superintendent.

Administrators and supervisors may set forth specific rules and regulations governing an employee's conduct on the job within a particular building.

Previous Policy: 405.10, 405.12 & 604.1

Cross Reference: 5737 Disciplinary Action

Legal Reference: I.C. § 18-1351, et seq. Bribery and Corrupt practice

I.C. § 33-1208

Revocation, Suspension or Denial of Certificate  
– Grounds

IDAPA 08.02.02.076

Code of Ethics for Idaho Professional Educators

Policy History:

Adopted on: May 23, 2017

Revised on: