



Book	Policy Manual
Section	Volume 35, No. 2 for Board Approval
Title	Revised Policy - Volume 35, No. 2 - OUTSIDE ACTIVITIES OF ADMINISTRATORS
Code	po1231
Status	
Adopted	October 8, 2009

### Revised Policy - Volume 35, No. 2 - July 2023

#### 1231 - OUTSIDE ACTIVITIES OF ADMINISTRATORS

Administrators ~~should~~ shall avoid situations in which their personal interests, activities, and associations conflict with the interests of the Cooperative. If such situations threaten an administrator's effectiveness within the School System, the Director and/or Board of Managers shall evaluate the impact of such interest, activity, or association upon the administrator's responsibilities.

Administrators ~~may~~ shall not dedicate work time to an outside interest, activity, or association.

Administrators ~~may~~ shall not use school property or school time to solicit or accept customers for private enterprises.

Administrators ~~may~~ shall not engage in business transactions on behalf of private enterprises in which ~~she~~ they may profit by virtue of ~~his/her~~ their official position or authority or benefit financially from confidential information that the employee has obtained or may obtain by reason of ~~his/her~~ their position or authority.

Administrators ~~may~~ shall not campaign on school property during working hours on behalf of any political issue, or candidate for local, State, or National office. The constitutional right to express political and other opinions as citizens is reserved to all employees.

Administrators ~~should~~ shall refrain from expressions that disrupt the efficient operation of the ~~school~~ Cooperative and/or interfere with the maintenance of discipline by ~~school~~ Cooperative officials.

#### ~~Services for Educational Foundations~~

~~[ ] A Cooperative administrator may perform services for an educational foundation which supports the Cooperative during normal hours of employment with the approval of the Director. An educational foundation must shall be an organization that is exempt under Section 501(c)(3) of the Internal Revenue Code.~~

~~[ ] A Cooperative administrator may perform services for another 501(c)(3) entity under the same circumstances. The total amount of hours devoted to such service shall be limited to \_\_\_\_\_ ( ) hours per calendar year.~~

I.C. 35-44.1-1-3(f)  
I.C. 35-44-2-4

#### Cross References:

Policy 3113 - Conflict of Interest  
Policy 4113 - Conflict of Interest

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Legal I.C. 35-44.1-1-3(f)  
I.C. 35-44-2-4

Cross  
References

po3113 - CONFLICT OF INTEREST

po4113 - CONFLICT OF INTEREST