

CONDUCT AND DRESS

The Board of Education (BOE) expects staff conduct to be that of appropriate role models for pupils.

The Board expects all staff members to be neatly groomed and dressed in clothing suitable for the subject of instruction, the work being performed, or the occasion.

The Board retains the authority to specify the following dress and grooming guidelines for staff, within law, that will prevent such matters from having an adverse impact on the educational process. All staff members shall, when assigned to district duty:

- A. Be physically clean, neat and well groomed;
- B. Dress in a manner reflecting their assignments;
- C. Dress in a manner that does not cause damage to district property;
- D. Dress and be groomed in such a way so as not to cause a health or safety hazard.

If a staff member feels that an exception to this policy would enable him/her to carry out assigned duties more effectively, a request shall be made to the Chief School Administrator.

Unbecoming Conduct

When an employee, either within the schools or outside normal duties, creates conditions under which the proper operation of the schools is affected, the Board upon recommendation of the Chief School Administrator (CSA) and in accordance with statute shall determine whether such acts or lack of actions constitute conduct unbecoming a school employee, and if so, will proceed against the employee in accordance with law.

Unbecoming conduct sufficient to warrant board review may result from a single flagrant incident or from a series of incidents

Social Networking

The CSA and the School Principals will annually remind staff members and orient new staff members concerning the importance of maintaining proper decorum in the on-line, digital world as well as in person. Employees must conduct themselves in ways that do not distract from or disrupt the educational process. The orientation and reminders will give special emphasis to:

- 1) Improper fraternization with students using Facebook and similar Internet sites or social networks. Teachers may not list current students as “friends” on networking sites. All e-contacts with students should be through the district’s computer and telephone system. All contact by coaches with team members shall be sent to all team members. Teachers will not give out their private cell phone or home phone numbers without prior approval of the district. Inappropriate contact via e-mail or phone is prohibited.
- 2) Inappropriateness of posting items with sexual content.
- 3) Inappropriateness of posting items exhibiting or advocating use of drugs and alcohol.
- 4) Examples of inappropriate behavior from other districts, as behavior to avoid.
- 5) Monitoring and penalties for improper use of district computers and technology.
- 6) The possibility of penalties, including dismissal from employment, for failure to exercise good judgment in on-line contact.

If inappropriate use of computers and websites is discovered, the CSA and School Principals will conduct an investigation, involving law enforcement personnel if required, and impose appropriate disciplinary action as warranted.

**First reading: November 8, 2010
Second reading: November 22, 2010**

Legal References:

<u>N.J.S.A.</u> 18A:6-10	Dismissal and reduction in compensation of persons under tenure in public school system
<u>N.J.S.A.</u> 18A:11-1	General mandatory powers and duties
<u>N.J.S.A.</u> 18A:27-4	Power of boards of education to make rules governing employment of teacher, etc., employment thereunder
<u>N.J.S.A.</u> 18A:54-20	Powers of board (county vocational schools)

Hicks v. Pemberton Bd. of Ed., 1975 S.L.D. 332
Quiroli v. Linwood Bd. of Ed., 1974 S.L.D. 1035
Carlstadt Teachers Ass'n v. Carlstadt Bd. of Ed., App. Div., unreported decision (docket no. A-1469-80-T4, decided March 26, 1982), 1982 S.L.D. 1448

**Possible
Cross References:**

- *4119.21 Conflict of interest
- *4119.23 Smoking, Drinking, Use of Drugs in School Worksites
- 4119.24 Staff/pupil relations
- *4138 Nonschool employment
- *4138.2 Private tutoring
- *6144 Controversial issues