

# CONTENTS

6000  
1 of 3

## PERSONNEL

---

---

### PERSONNEL

(Section 6000)

NUMBER

#### PERSONNEL

1.1 Code of Ethics for All District Personnel	6110
1.1.1 Building Assignments of Husbands/Wives and Blood Relations	6111
1.1.2 Fraternalization	6112
1.1.3 Extracurricular Personnel Code of Ethics	6113
1.1.4 Testing Misconduct and Mandatory Reporting	6114
1.2 Equal Employment Opportunity	6120
1.2.1 Non-Discrimination and Sexual Harassment	6121
1.2.2 Safety of Students-Fingerprinting Employees	6122
1.2.3. Staff Identification Badges	6123
1.2.4. Cellular Telephone	6124
1.2.5 Safe Mentoring Act	6125
1.2.6 Determination of Employment Status – Employee/Ind. Contractor	6126
1.2.7 Professional Services Providers	6127
1.3 Evaluation of Personnel: Purposes	6130
1.4 Health Examinations	6140
1.5 Alcohol, Drugs and Other Substances	6150
1.5.1 Drug-Free Workplace	6151
1.5.2 Drug-Free Zones	6152
1.6 Professional Growth/Staff Development	6160
1.6.1 Travel and Conference Expenses	6161

# CONTENTS

6000  
2 of 3

## PERSONNEL

---

---

1.6.2	Mentoring Programs for First Year Teachers	6162
1.6.3	Meals and Refreshments – District or School Meeting	6163
1.6.4	Issuance and Use of Credit Cards	6164
1.7	Speaking Engagements: Teachers	6170
1.8	Professional Staff Consulting Activities	6180
1.9	Telecommunications Equipment/Use by Staff	6190
1.9.1	MCSNET Acceptable Use Guide	6191
1.9.2	Use of Email in the School District	6192
1.9.3	Use of District Web Site	6193

### **CERTIFIED PERSONNEL**

2.1	Certified Personnel	6210
2.1.1	Recruitment: Affirmative Action Employment	6211
2.1.2	Certification and Qualifications	6212
2.1.2(i)	Incidental Teaching Approval	6212.1
2.1.3	Registration and Professional Development	6213
2.1.3(i)	Disciplining of a Tenured Teacher or Certified Personnel	6213.1
2.1.3(ii)	Seniority	6213.2
2.1.4	Staff: Separation	6214
2.1.5	Employment of Relatives of Board of Education Members	6215
2.2	Temporary Personnel	6220
2.3	Employment of Retired Persons	6230

# CONTENTS

6000  
3 of 3

## PERSONNEL

---

---

### SUPPORT STAFF

3.1 Appointment - Support Staff	6310
3.2 Employment of Teacher Aides	6320

### ACTIVITIES

4.1 Employee Personnel Records and Release of Information	6410
4.2 Employee Activities	6420
4.2.1 Staff Awards/Recognitions	6421
4.3 Negotiations	6430
4.4 Jury Duty	6440

### COMPENSATION AND RELATED BENEFITS

5.1 Health Insurance	6510
5.2 Workers' Compensation	6520
5.3 Payroll Deductions	6530
5.4 Employee Protection	6540
5.5 Leaves of Absence	6550
5.5.1 Family and Medical Leave Act	6551
5.5.2 Military Service	6552