

Wilson County Board of Education

Policy Description:

Non-School Employment

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Policy Number:

5.607

Amended Date:

04/07/08

Rescinds:

Issued:

06/03/04

1 **PROFESSIONAL PERSONNEL**

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3 A given professional position may require additional hours during evenings or other times when offices may be
4 closed. Outside employment is regarded as employment for compensation which is not within the duties and
5 responsibilities of the employee's regular position with the school system.

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7 An employee will not perform any duties related to an outside job during his/her regular working hours or during
8 the additional time that the responsibilities of the position require, nor will an employee use any district facilities,
9 equipment or materials in performing outside work. This includes the Board's computer system and networks
10 and any configuration of hardware and software. The systems and networks include all of the computer
11 hardware, operating system software, stored text and data files. This includes but is not limited to electronic
12 mail, local databases, externally accessed databases (such as the Internet), CD-ROM, optical media, clip art,
13 digital images, digitized information, communications technologies and new technologies as they become
14 available. The Board reserves the right to have all technology resource activity monitored.

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16 The Board's technology resources will be used only for learning, teaching and administrative purposes consistent
17 with the Board's mission and its goals. Commercial use of the Board's system is strictly prohibited.

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19 When the periods of work are such that certain evenings, days or vacation periods are duty-free, the employee
20 may use such off duty time for the purposes of remuneration, provided all the following conditions are met:

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- 22 1. The work in no way interferes with the degree of effectiveness of his/her work in the school system;
- 23 2. The work in no way reflects detrimentally upon the school system or its prestige;
- 24 3. Such outside obligations do not prevent the individual from assuming duties required by the regular
25 position; and
- 26 4. The individual does not receive remuneration for work which is customarily within his/her regular
27 position.¹

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¹ TCA 49-5-410

1 **SUPPORT PERSONNEL**

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3 Support personnel shall not be prohibited from holding employment outside the school system so long as such
4 employment does not interfere with regular and overtime scheduled duties for the school system.

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6 **MOONLIGHTING**

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8 A teacher employed full time by an institution of public education, including higher education, may be employed
9 by another institution for additional part time work, outside his regular hours, not to exceed four hundred (400)
10 clock hours out of any nine (9) month period. If such additional part time work is or includes teaching in an
11 institution of higher education, such teacher shall be limited to teaching no more than two (2) courses per quarter
12 or semester. Such employment shall be approved by the governing Board of each institution and the
13 commissioner of personnel where applicable.¹

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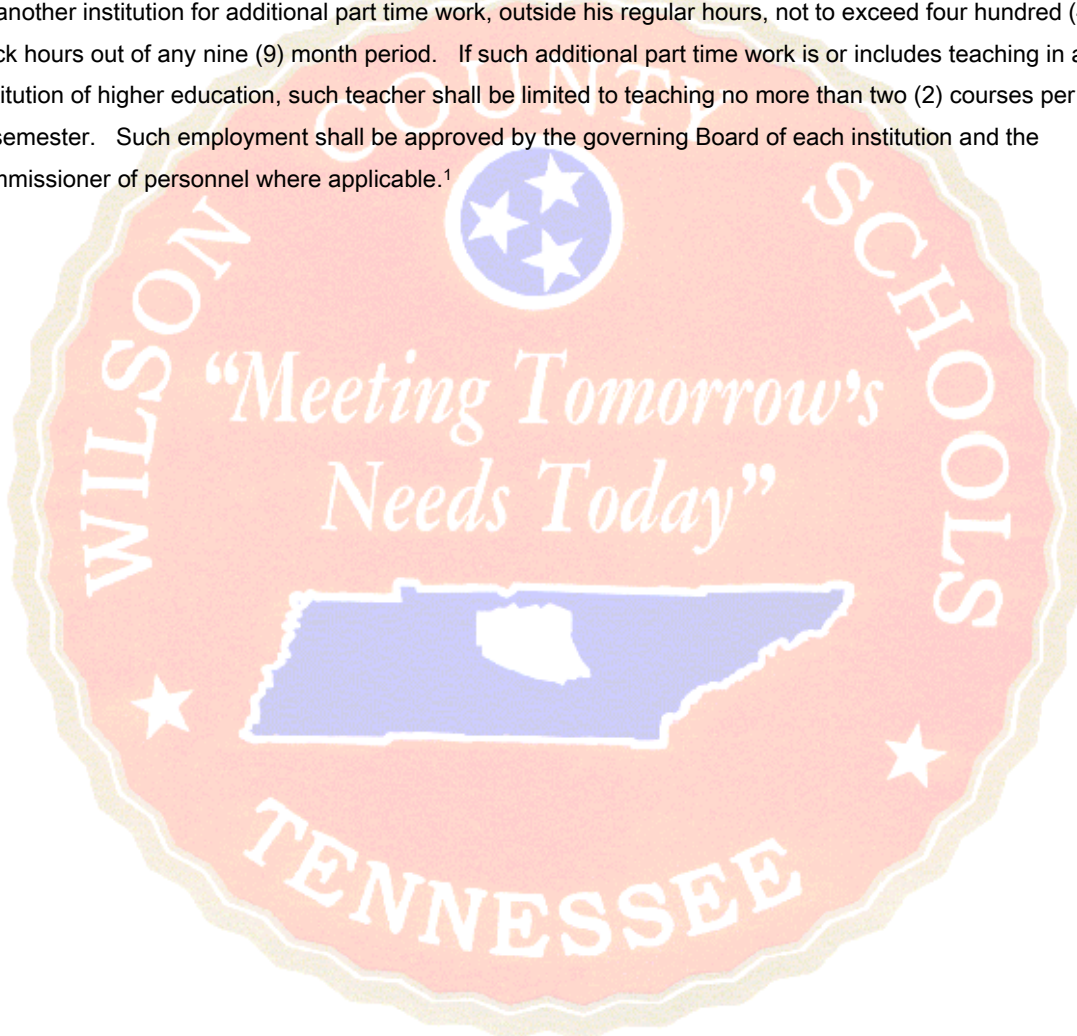
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¹ TCA 49-5-410