

**West Linn-Wilsonville
School District 3J**

Code: **GBCB**
Adopted: 5/07/07
Readopted: 1/11/16
Orig. Code(s): GBCB

Staff Conduct

The Board expects all employees to be familiar with, and abide by, the laws of the state of Oregon as they affect their work, policies of the Board and the administrative regulations designed to implement them.

Since professional behavior of each staff member will determine the realization of the district's goals, the following will be required:

1. Neatness in attire and grooming while discharging responsibilities to the district;
2. Promptness in attendance at work;
3. Support and enforcement of the policies of the Board and the rules and regulations of the school administration;
4. Submission of reports on time;
5. Keep students under supervision at all times and to have a concern for the safety and welfare of students; and
6. Be attentive to all required duties, including student registration, attendance keeping and recording, discipline, reporting to parents, supervision of students, attending meetings and workshops, requesting, caring for and accounting for instructional materials and equipment, as well as effective classroom control, instruction and interaction.

END OF POLICY

Legal Reference(s):

[ORS 244.010](#) to -244.400
[ORS 332.016](#)

[ORS 659A.309](#)

[OAR 199-005-0003](#) to -199-020-0020
[OAR 584-020-0040](#)

OR. ETHICS COMM'N, OR. GOV'T ETHICS LAW, A GUIDE FOR PUBLIC OFFICIALS.