

MEDFORD AREA PUBLIC SCHOOL DISTRICT

DATE ADOPTED:	March 18, 1980	FILE SECTOR:	PERSONNEL
DATE REVISED:	January 24, 1995	POLICY TITLE:	STAFF CONDUCT
DATE REVISED:	December 16, 1999		
DATE REVISED:	January 19, 2004		
DATE REVISED:	September 15, 2005		
DATE REVISED:	June 21, 2012		
DATE REVISED:	April 17, 2014		
DATE REVISED:	October 29, 2018		

Staff members and volunteers have a responsibility to make themselves familiar with and abide by state laws as they affect their work, policies of the board of education and regulations designed to implement them.

The mission of Medford Area Public School District is dependent on professional behavior of all staff. The following list is intended to provide concrete examples of types of unacceptable conduct that may lead to discipline. It is not intended to include all types of activity that could lead to discipline.

The following are specifically prohibited:

- Refusal to follow the board approved district curriculum.
- Violation of an established board policy or administrative procedure.
- Theft.
- Falsification of any school record or employment application.
- Deliberate destruction of school property or property of another school employee.
- Fighting or causing physical harm to others during working hours or on school property.
- Gambling and/or games of chance during working hours or on school property.
- Volatile discussion of professional or personal differences with other staff members in the presence of students.
- Unauthorized absence.
- Refusal to obey a supervisor's work related instructions or use of threatening language or actions directed toward supervisors in connection with those instructions.
- Sexual exploitation, sexual assault and all sexual conduct defined in Chapters 944 and 948 of the Wisconsin Statutes.
- Sleeping during work hours or taking breaks in excess of scheduled break time.
- Leaving assigned work site without permission.
- Divulging confidential information in violation of state or federal law that guarantees confidentiality of said information.
- Inappropriate or threatening language directed toward others, including such acts as prohibited by Chapter 947 of the Wisconsin Statutes.

- Failure to demonstrate concern and attention for their own and the district's legal responsibility for the safety and welfare of students, including the need to ensure that students are under supervision during the school day and at school sponsored activities.
- Failure to provide careful attention to all professional duties, including student registration, attendance and record keeping, student discipline, reporting to parents/guardians, supervision of students, attendance at appropriate meetings, and the request for, care of, and accounting for instructional materials and equipment, as well as effective classroom interaction with students.

CROSS REFERENCE: GBCAB, GBCAC, GBCBB, GBCD, & Employee Handbook
LEGAL REFERENCE: §115.31, §120.12(2), Chapters 940, 944, 947, 948, 961