

POLICY

2010

5240

Personnel

SUBJECT: PROFESSIONAL STAFF CONSULTING ACTIVITIES

A professional employee invited to speak, lead a seminar, act as a consultant or become involved in other professional activities outside of their scope of duties with the SWBOCES is required to request advance permission from the District Superintendent/designee indicating what the activity will involve and identify the sponsor.

The purpose of the request is to provide full knowledge, so that any potential conflict of interest may be avoided and to document that the activity is occurring with such knowledge and assurance that no public trust is violated.

The District Superintendent/designee must ascertain that the activity is not in conflict with the basic mission of the organization and that public resources are not used for private gain.

However, employees who work for SWBOCES may not provide consulting services to districts or other SWBOCES for services available through SWBOCES. Employees who serve as consultants to districts, organizations or agencies outside the SWBOCES and receive compensation must use vacation or personal time.

NOTE: Refer also to Policies #2120 -- Copyright of Southern Westchester BOCES Work Products
#5110 -- Code of Ethics for Southern Westchester BOCES Officers
and All Southern Westchester BOCES Personnel

Adopted: 6/23/10