

## **STAFF AND STUDENT RELATIONS**

The relationship between the District's staff and students must be one of cooperation, understanding and mutual respect. For purposes of this policy, staff includes any employee, including administrators, certified staff, and classified staff. Staff members have a responsibility to maintain an atmosphere conducive to learning.

Staff members should be professional at all times in their relationship toward other staff members and students. For purposes of this policy, professionalism means the display of the skill, competence, or standards expected for a member of the staff in the particular position.

As educators, staff members have an ethical responsibility to model appropriate dress, manners, and behavior on school property and while performing school duties. Staff members are responsible for maintaining student discipline and shall be treated with respect by students at all times.

Although it is desirable that staff members have a sincere interest in students as individuals, partiality and impropriety are to be avoided. Inappropriate informal and/or social involvement with individual students should be avoided regardless of whether or not the student may have "consented" to such conduct. Such conduct is not compatible with professional ethics. At school or school-related activities, it is mandatory that students address all certified staff by title rather than on a first-name basis.

Staff members shall use good judgment in their relationships with students, both inside and outside of the school environment. Staff members shall adhere to the following, minimum guidelines:

1. Staff members shall not make deprecatory comments to students regarding the school and/or its staff that materially and substantially impair discipline in the schools or interfere with the ability to provide appropriate instruction in the classroom.
2. The exchanging or presentation of a gift to a student to coerce, gain favor or leverage over another staff member or student is prohibited.
3. Staff-sponsored school-related or extra-curricular parties, or events, at which students are in attendance, must be properly supervised.
4. Staff members shall not fraternize with students by engaging in inappropriate behavior or conversation including, but not limited to, providing alcohol or drugs to students; dating; inappropriate physical displays of affection; inappropriate touching; requesting sexual activity; or engaging in sexual contact and/or sexual relations. Frequent personal communication by any means, including telephone, email, internet, mail, texting, notes, etc., except on matters that pertain to school-related issues or reasonable communication regarding family or religious activities, is prohibited.

5. Staff members shall not associate with students at any time in any situation or activity in which the staff member is soliciting sexually suggestive behavior from the student or involving the presence or use of illegal substances.
6. Staff members shall refrain from entertaining students or socializing with students in such a manner as to reasonably create a perception that a dating relationship exists.
7. Staff members shall refrain from discussing or planning a sexual encounter with a student.
8. Staff members shall not use demeaning comments intended to be hurtful, shaming, or humiliating toward students as a method of forcing compliance with requirements or expectations.
9. Staff members shall maintain a reasonable standard of care for the supervision, control, and protection of students commensurate with their assigned duties and responsibilities.
10. Staff members shall not send students off campus for personal errands on behalf of the staff member.
11. Staff members shall, pursuant to law and Board policy, immediately report any suspected signs of child abuse or neglect.
12. Staff members shall not exceed their level of training or expertise by attempting to counsel, assess, diagnose, or treat a student's personal problem relating to sexual behavior, substance abuse, mental or physical health and/or family relationships but, instead, shall refer the student to the appropriate professional or agency for assistance.
13. Staff members shall not unreasonably disclose confidential information concerning a student, other than directory information, to any person not authorized to receive such information. This includes, but is not limited to, protected educational records, information concerning assessments, ability scores, grades, behavior, mental or physical health, and/or family background.

#### Social Networking Web Sites and Services

1. District staff members are prohibited from posting protected educational records, confidential data or documents on any web site that might result in a material and substantial impairment of discipline in the schools or interfere with the ability to provide appropriate instruction in the classroom.
2. The use of District technology to access unapproved social-networking web sites and services is prohibited.

3. Fraternalization between District staff and students via the internet, social networking web sites, or other modes of virtual technology to engage or potentially engage in behaviors prohibited above is also prohibited.

Nothing in this policy prohibits District staff and students from the use of District-approved web sites and services.

If a student, staff member, or patron initiates inappropriate conduct toward a staff member, that staff member shall document the incident and report it to his/her building administrator.

If a student believes that he or she has been subjected to inappropriate behavior by a staff member or if another staff member or visitor has knowledge of or witnesses such inappropriate behavior, a report shall be made to the building administrator, the District Human Resources Director, the Superintendent of Schools or the Chair of the Board of Trustees of the District.

The District shall promptly investigate all complaints of inappropriate staff and/or student relations and will treat such complaints as harassment complaints under District Policy File JFCL and GBCC and take necessary, corrective action to stop such conduct if it occurs. Any retaliatory behavior directed toward a complaining party, witness, or other individual who participates in an investigation under this Policy is prohibited.

Any staff member who engages in prohibited conduct under this policy with a staff member or student that materially and substantially impairs discipline in the schools or interferes with the ability to provide appropriate instruction in the classroom may be subject to discipline, up to and including termination of employment, subject to all applicable due process rights.

Adopted 10/22/73

Reviewed 11/08/95; 4/26/2010

Revised 1/14/13

CROSS REFS.: GBCC Policy Prohibiting Harassment and Violence  
GBCE Computer Network and Internet Access and Use  
GCN and GCN-R Performance Evaluation and Rubrics  
JFCL Policy Prohibiting Harassment and Violence  
JHG and JHG-E Child Abuse  
JO and JO-R Student Records  
Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. §  
1232g; 34 CFR Part 99