

ACTION MEMORANDUM

TO: Bibb County Board of Education

FROM: Dr. Katika Lovett, Chief of Staff
Canon B. Hill, Jones Cork, LLP

SUBJECT: CGPE - Administrative Personnel Non-School Employment (**Second Reading**)

Summary

The District is presenting Policy CGPE, Administrative Personnel Non-School Employment, second eading.

Background

Minor changes are made to Policy CGPE, Administrative Personnel Non-School Employment, to make this policy consistent with other District policies.

Next Steps

It is recommended that the Bibb County Board of Education approve the revision of Policy CGPE- Administrative Personnel Non-School Employment.

Superintendent's Comments and Approval:

Superintendent's comments	Approve/Disapprove
Dr. Dan A. Sims	Approved

BOARD POLICY
Administrative Personnel
Non-School Employment

Descriptor Term: CGPE
Date: XXXXXX XX, 2023

All Bibb County School District ("District") personnel are expected to give priority to the execution of their assigned duties prior to engaging in non-school District work or consultative commitments. Non-school District work or consultative commitments ~~shall~~ will not interfere with the performance of an employee's assigned duties and responsibilities.

The Superintendent ~~shall~~ must have the prior approval of the Bibb County Board of Education ("Board") before accepting consulting positions. Administrative personnel ~~shall~~ must have prior approval of the Superintendent or his or her designee before accepting consulting or outside positions. Personal and annual leave policies ~~set up~~ adopted by the Board ~~shall~~ will be used in situations where administrative personnel are serving as paid consultants during normal working hours.

Definitions:

For the purpose of this policy, "Aadministrative personnel" includes the Superintendent, Assistant Superintendents, Chief ~~Operating Officer~~ of Staff, ~~Chief Legal Counsel~~, Executive Directors, Executive Officers, Directors, and Principals.

BOARD POLICY
Administrative Personnel
Non-School Employment

Descriptor Term: CGPE
Date: XXXXXX XX, 2023

All Bibb County School District (“District”) personnel are expected to give priority to the execution of their assigned duties prior to engaging in non-school District work or consultative commitments. Non-school District work or consultative commitments will not interfere with the performance of an employee’s assigned duties and responsibilities.

The Superintendent must have the prior approval of the Bibb County Board of Education (“Board”) before accepting consulting positions. Administrative personnel must have prior approval of the Superintendent or his or her designee before accepting consulting or outside positions. Personal and annual leave policies adopted by the Board will be used in situations where administrative personnel are serving as paid consultants during normal working hours.

For the purpose of this policy, “administrative personnel” includes the Superintendent, Assistant Superintendents, Chief of Staff, Executive Directors, Executive Officers, Directors, and Principals.