

POLICY FAMILY	Personnel - Responsibilities & Procedures	300
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Policy 321: Regulations for the Conduct of Staff

**Adopted 2/6/80
Amended 11/17/04
Amended 6/13/18**

1. All staff have the responsibility to familiarize themselves with, and abide by, all applicable laws, regulations, and policies set forth by the United States of America, the Commonwealth of Massachusetts, the Massachusetts Department of Elementary and Secondary Education, the Shrewsbury School Committee, and the Shrewsbury Public Schools administration (including the superintendent of schools and his/her designees and the school principal and his/her designees), as well as by the provisions of any applicable collective bargaining agreement (e.g., Shrewsbury Education Association, Shrewsbury Paraprofessional Association, etc.).
2. With regard to personal conduct, all Shrewsbury Public Schools staff are expected to conduct themselves at all times in a reasonable professional and ethical manner that a) is in keeping with district and school core values and policies, b) reflects positively on the school district and each school, and c) serves as a model worthy of emulation by students.
3. All staff have the responsibility to assist and support both the school district and their assigned school(s) in accomplishing the stated district and school mission, vision, and goals.
4. All instructional staff have the responsibility to help implement locally determined curriculum that is based on the guidelines of the Massachusetts Curriculum Frameworks, and locally determined educational programming, in a manner consistent with each staff member's role.
5. All staff will be provided with a copy of, or an electronic link to, all current applicable regulations and policies; all staff must participate in any mandated compliance trainings related to these, including required state ethics training.
6. A staff member whose conduct violates this policy may be subject to disciplinary action, up to and including dismissal, pursuant to the processes outlined in any applicable collective bargaining agreement or employment contract and/or as set forth in Massachusetts General Laws Chapter 71, Section 42, if applicable.
7. This policy is required by Massachusetts General Laws, Chapter 71, Section 37H.

This policy will be reviewed within five years of revision.