

Administrative Directive Title: <p style="text-align: center;">Employee Dress Code</p>	AD Number: <p style="text-align: center;">5.600.1</p>	Adopted: <p style="text-align: center;">November 2024</p>
Policy References: Board Policy 5.600 – Staff Rights and Responsibilities	Revised:	

1 All employees shall exercise good judgment in their choice of appearance at work by dressing in
 2 a way that is appropriate to the situation and in a manner that will invoke a positive impression
 3 with students and the community. Such professional dress should promote a working and learning
 4 environment that is conducive to high student and staff performance. In support of maintaining a
 5 professional and inclusive environment attire that prominently displays personal beliefs or
 6 affiliations, including political or religious slogans that could distract from the school environment
 7 should be avoided.

8 Clothing should be neat, clean, and appropriate for the educational setting. Lanyards worn at
 9 school should either feature a MCS or school logo or be free from text or messaging. Those
 10 employees who are required to wear uniforms during their employment are expected to maintain
 11 their uniforms in a neat manner. Specific dress code requirements may be set by the principal or
 12 supervisor to meet the unique needs of the school or department.

13 Principals and other administrative supervisors are delegated the authority and bear the
 14 responsibility for ensuring compliance with the employee dress code and are expected to counsel
 15 employees they supervise on professional appearance. Any employee whose attire or dress is not
 16 professional in the opinion of the principal/supervisor shall be directed to conform to this dress
 17 code.