

NEW POLICY

FIRST REVIEW BY POLICY DEVELOPMENT GROUP 08/24/17
CABINET EDITS MADE AND THEN RETURNED FOR REVIEW TO PDG ON 08/31/17
GOVERNING BOARD REVIEWED ON 09/07/17
POLICY DEVELOPMENT GROUP REVIEWED ON 09/14/17
GOVERING BOARD REVIEWED (ACTION) for ADOPTION 10/17/17
REVIEWED WITH PDG 10/19/17 (with suggested edits by GB)
GOVERNING BOARD REVIEW (ACTION) for Adoption 11/14/17

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G-4600

GCL

PROFESSIONAL STAFF SCHEDULES AND CALENDARS

All professional staff members shall report to their duty stations on time each workday and shall, as scheduled, be available there until the designated time(s) they are scheduled to leave. The Superintendent or Superintendent's designee may alter or extend the school day for meetings, special events, and activities.

Professional staff members are expected to be in their respective rooms or work areas as the schedule prescribes so that they may see students, parents, and/or attend to other duties as assigned. ~~(delete per GB) Employees will be present and available for a professional day in which all obligations are met, as defined by the Superintendent or Superintendent's designee. (GB's alternative language)~~ Family members are not allowed in teacher work areas during school hours, or unsupervised at any time. Exceptions may be granted with permission of the Superintendent or Superintendent's designee.

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Deleted: Employees will be present and available for an eight (8) hour contract day, which will be determined by the student hours at each school.

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In order to ensure the safety and the security of school campuses, teachers may be assigned supervisory duty during the teaching day. These duty assignments shall be considered a regular part of a teacher's duties and shall be fulfilled accordingly.

Teachers will perform duties other than classroom teaching, i.e., bus duty, hall duty, playground duty, etc. Extra duty assignments will be made by the Superintendent or Superintendent's designee.

ADOPTED:

~~(repealed)~~

CROSS REF: GCMF Professional Staff Duties and Responsibilities
JLIA Supervision of Students

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