

GCA – PROFESSIONAL STAFF RESPONSIBILITIES

Every professional staff member shall be academically qualified in the area he/she is to provide instruction and/or support services and should demonstrate a competence at transmitting learning to the student and the manner and means of accumulating, assimilating, and evaluating the knowledge associated with his/her academic field. The teacher should demonstrate an awareness of other academic fields and should possess a reasonable and responsible attitude toward the education of the whole child.

STATE CERTIFICATION - In accordance with NH State Law and the NH Department of Education Rules and Regulations, all professional staff shall be state certified or eligible for state certification. As a condition of employment, the employee will provide evidence of state certification or eligibility. The employee will assume the full cost of state certification.

The teacher shall constantly be alert to the example presented to students, parents, community, and fellow workers, striving to consistently exemplify the good. Relationships shall avoid personal attachments which detract from the obligation to constantly lead and critically evaluate the individual and the situation.

The teacher must be aware of various instructional trends and participate in exploration of possible changes in method or content of instruction.

The teacher shall demonstrate an ability to control the situations encountered in the performance of duties while exhibiting the proper respect for the dignity and worth of each individual.

The teacher shall demonstrate the ability to define the objectives of instruction and the ability to assess the results of the efficiency and effectiveness of the instruction.

JOB DESCRIPTION - Professional staff positions shall have a written job description that is on file at the Superintendent's Office. An employee's job description will be made available upon employment and/or request. All job descriptions shall be reviewed periodically and are subject to change. New job descriptions and revised job descriptions are subject to approval by the Superintendent.

Each professional staff member is also required to carry out assignments from the Building Principal or other responsible administrator in conformance with School Board policies, regulations of the School Board and Superintendent, and School Board directives. Each professional staff member is required to abide by all state and federal laws, School Board policies, regulations of the School Board and Superintendent, and School Board directives.

LABOR CLASSIFICATION – Professional staff including teaching and administrative employees shall be exempt from overtime pay conforming to the definitions specified in the Fair Labor Standards Act.

Policy is subject to Collective Bargaining Provisions and Individual Teaching Contracts.

Statutory/Regulatory/Policy/Handbook Cross References

Handbook (Referenced in Personnel Handbooks)

APPROVED: July 20, 2006, revised September 19, 2019

PREVIOUS POLICY: July 12, 1990 “Professional Staff Positions – Responsibilities and Duties of Teachers”