

CLASSROOM TEACHER - GRADE K-12

The duties of all classroom teachers shall include the following:

Major Duties and Responsibilities

1. Develops and teaches skills and knowledge in the assigned areas utilizing course of study adopted by the Governing Board. To allow for and to encourage flexibility, teachers may develop individualized performance goals and objectives which would fulfill the adopted course of study. (Education Code 35020, 44805)
2. Provides for individualized and/or grouped instruction as assigned in order to adapt the curriculum to the needs of students with varying intellectual abilities, attitudes and cultural backgrounds. (Education Code 35020)
3. Encourages students to develop attitudes, draw conclusions, achieve improved interpersonal relationships and make value judgments pertinent to the subject area. (Education Code 35020, 44806)
4. Instructs students in basic communication skills and other general elements of the course of study common to all teachers. (Education Code 35020, 44805)
5. Provides a learning environment in which emphasis is placed upon the development of a positive self-concept. (Education Code 44662)
6. Supervises students and establishes and maintains standards of behavior needed to provide an orderly, productive classroom environment. (Education Code 44662, 44805)
7. Evaluates students performance according to the student's progress in relation to clearly stated goals and objectives. (Education Code 44662)
8. Provides student grades and progress reports in accordance with the adopted grading policy. (Education Code 35020)
9. Assists in the administration of the district's standardized testing program.
10. Maintains professional competence through inservice activities provided by the district and in self-selected professional growth activities. (Education Code 35020)
11. Attends and participates in all appropriate staff meetings, including department meetings within the school of assignment and/or on a district level. (Education Code 35020)

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12. Exhibits professional cooperation with school personnel as shown through following proper channels of communications, filing of reports, willingness to participate on committees, and participation in curriculum and other departmental programs. (Education Code 44805, 44030)
13. Obtains administrative approval when arranging for visitors or speakers and planning and conducting field trips. (Education Code 35020)
14. Participates with the administration to be evaluated in conformance with the district's uniform guidelines for evaluation and assessment. (Education Code 44662)
15. Attempts to identify and assess student learning needs and problems and when necessary takes action to inform parents/ guardians and/or the appropriate school personnel of those needs and problems. (Education Code 35020)

Other Duties and Responsibilities

1. Assists in the selection of curriculum materials, instructional aid supplies and maintains required inventory records. (Education Code 35020)
2. Responds to parents/guardians and appropriate professionals concerning the individual student's progress. (Education Code 35020)
3. Supervises students in out-of-classroom activities and reports infractions of the established school's rules to the appropriate authority. (Education Code 35020)
4. Performs basic attendance accounting and business services as required. (Education Code 35020)
5. Maintains a classroom environment which takes into account sound health and safety practices. (Education Code 35020)
6. Shares in the sponsorship of student activities such as school clubs, organizations and commencement exercises. (Education Code 35020)
7. Supports and attends school related events when requested by the administration. (Education Code 35020)
8. Implements regulations and establishes procedures when applicable to assure that school-owned materials, equipment and facilities are properly used and cared for by students and staff. (Education Code 35020)

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9. Assumes other adjunct duties beyond the normal school day as assigned by the site administrator. (Education Code 35020)
10. Follows all school and district policies not specifically listed above. (Education Code 44805.
11. Performs whatever other necessary duties may be required by district administration.