

**RIGHTS, RESPONSIBILITIES AND DUTIES**

Teachers must consider teaching school their primary job, to which their allegiance and energy are due. Regardless of social or business commitments, teaching should come first. The success of any organization depends largely on the cooperation of its members. The continued growth and progress of the school system depends on the wholehearted zeal of the staff, both teaching and non-teaching members, in working together.

The duties and functions of a classroom teacher are those of normal teaching situation and are determined to a great extent by the building principal and the existing educational philosophy of the system.

Non-Compliance with Duties and Responsibilities

The governing board reserves the right to impose financial penalties for disciplinary reasons. However, where an employee refuses to perform contracted work without acceptable reason, the superintendent of schools may deduct, without further authorization, wages reasonably related to the time not worked.

The superintendent shall prepare disciplinary rules for situations most often encountered which provide for progressive penalties including, where appropriate, verbal warning, written warning, transfer, suspension, freezing or reducing annual wages, and dismissal.

Any unexcused absence during the work day shall result in an assessment equal to the ratio of the periods missed to the total periods offered (the number of contracted work days).

**Legal Reference:**

EDUCATION CODE

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| 35020 | Duties of employees fixed by governing board |
| 45055 | Drawing of warrants for teachers             |