



Bath County High School

School Based Decision Making Policy

Policy Topic Description:

Staff Time Assignment

Council Policy Type (Check One):

By-Laws (Council Operations Policies)

Function (School Operational Policies)

Policy Number:

05.00

Policy Statement:

Each year, prior to the opening day of the new school year, the principal or his/her designee shall assign all staff member's instructional and non-instructional time and inform all staff of their assignments. Assignment of staff shall be done in a manner that is consistent with each person's state certification and job classification. The principal or his/her designee shall ensure that staff time assignments provide a minimum of thirty (30) minutes of planning per day. Supervision duties shall be assigned to all staff in order to provide a safe and orderly environment where students can learn at high levels. All assignments of staff time shall support the implementation of our Comprehensive School Improvement Plan (CSIP) and provide all students access to staff strengths. Staff time assignments shall be shared in a timely manner with the SBDM Council for purview only.

Date Adopted: 05/13/2014

Signature: _____

Paul W. Prater

Council Chairperson

Date Revised: 7/13/2010