

PERSONNEL

Duties and Responsibilities of Professional Teaching Staff

Virginia Beach City Public Schools shall employ and seek to retain only the most highly skilled teachers available.

Teachers are charged with effectively delivering the approved curriculum to students. In addition, teachers are responsible for carrying out all tasks ancillary to instruction, as well as performing other non-instructional duties assigned by the principal or the principal's designee, in a quality manner. Among other things, teachers are responsible for implementing a constructive system of classroom management; establishing a positive classroom atmosphere and environment; and acting in the best interests of students.

All teachers shall comply with the policies, regulations, and requirements of federal and state law, the Virginia Department of Education, the School Board; the Superintendent and the Superintendent's designee; and the principal and the principal's designee.

Teachers shall be mindful that they are role models to students and shall conduct themselves accordingly. In addition, as respected professionals, teachers represent not only their school, but also the School Division in their interactions with parents and other members of the community. Therefore, teachers shall present themselves in a professional manner while at school or attending to other official duties, as well as whenever officially representing their school or the division.

A. Responsibilities Professional Teaching Staff

The professional teaching staff shall be responsible for providing instruction that is educationally sound in an atmosphere of mutual respect and courtesy, which is conducive to learning and in which all students are expected to achieve the objectives of the Standards of Learning for the appropriate grade level or discipline. A teacher's primary focus shall be students' academic achievement, as well as

students' physical and emotional well-being while under the teacher's care. Therefore, the staff shall:

1. Regularly consult with and/or keep the principal apprised of matters relating to student achievement as well as other important matters;
2. Strive to improve professional skills on a continual basis through reflection, self-awareness, and self-assessment, and as otherwise recommended;
3. Be well versed and up-to-date on the School Board's approved curriculum, on instructional best practices, on current instructional technologies, and the appropriate and effective use of the same in the classroom; and
4. Use appropriate behavioral management techniques with students. In addition to responsibilities set forth above, teachers shall be mindful of students' age, gender, culture, socioeconomic status, religious viewpoint, and other differences, and shall approach controversial and/or sensitive topics in a manner that is consistent with approved curriculum. Teachers shall work in a collegial manner as a member of a team of educational professionals who make students and their needs the central focus, and shall strive at all times to create and maintain an atmosphere of mutual respect and professional courtesy especially but not only while in the presence of students.

B. Duty to Treat Students with Dignity and Respect

The professional teaching staff shall promote the health, safety, and well-being of students by establishing and maintaining appropriate verbal, physical, emotional, and social boundaries. This includes:

1. Always interacting with students with transparency and in appropriate settings;

2. Communicating with students in a clear, respectful, and culturally sensitive manner;
3. Engaging in physical contact with students only when there is a clearly defined purpose that benefits the student and focuses on the safety and well-being of students;
4. Acknowledging there are no circumstances that allow teachers to engage in friendships or romantic or sexual relationships with students.

C. Duty to Enhance Students' Academic Achievement

Professional teaching staff have the duty to ensure:

1. The School Board-approved curriculum is implemented in an effective manner, which includes teaching the curriculum in a way that is relevant to students and strengthens skills in all subjects;
2. All students have access to a curriculum that is delivered in a manner to address the differentiated needs of students through the use of varied materials and activities suited to their individual interests and abilities;
3. Students are informed of the achievement expected;
4. Students are assessed on the approved curriculum and promptly informed of their progress;
5. Lessons are designed to assist students in acquiring the division's learning objectives;
6. Instructional methods, strategies and programs are implemented effectively;
7. Individual and group student achievement data is monitored on a regular and continual basis to assess learning, needs of students, and equity in access to the curriculum;

8. Student achievement and other relevant data are used to modify a teacher's instructional methods and strategies;
9. Students are disciplined in a way that is equitable and, to the extent possible, helps students improve their ability to monitor and improve their behavior;
10. Instruction is delivered in a way that is cognizant of the division's identified core values;
11. Parents are regularly apprised of their children's academic performance as well as other relevant information;
12. Parents are responded to in a timely manner; and
13. Available professional development and other opportunities are used to improve skills on an ongoing basis.

The performance of each teacher including, but not limited to, the degree to which the teacher has met the expectations set forth in this policy shall be evaluated by the principal or the principal's designee pursuant to the School Division's approved performance evaluation timeline and standards.

Editor's Note

~~*See School Board Policy 4-62 for evaluation of probationary teachers.*~~

~~*See School Board Policy 4-75 for conditions of employment.*~~

Legal Reference

Code of Virginia § 22.1-298.1, as amended. Regulations governing licensure.

Virginia Standards for Professional Practice of Teachers effective July 1, 2012.

Related Links

School Board [Policy 4-62](#)

School Board ~~[Policy 4-75](#)~~ [Policy 4-10](#)

Adopted by School Board: October 21, 1969
Amended by School Board: August 21, 1990
Amended by School Board: July 16, 1991
Amended by School Board: July 13, 1993 (Effective August 14, 1993)
Amended by School Board: November 3, 1998
Amended by School Board: March 21, 2000
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Amended by School Board: August 20, 2013
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APPROVED AS TO
LEGAL SUFFICIENCY

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