

# POLICY

UNION COUNTY  
EDUCATIONAL  
SERVICES COMMISSION  
TEACHING STAFF MEMBERS

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Professional Responsibilities

## 3270 PROFESSIONAL RESPONSIBILITIES

The Board of Directors will establish and enforce rules for the assignment of specific duties to teaching staff members and for the conduct of teaching staff members during the work day.

**Teaching staff members assigned specific instructional responsibilities and as designated by the Superintendent shall prepare regular lesson plans** ~~The Board directs the Superintendent to requires the preparation of lesson plans each teacher that implement the goals and objectives of the educational program.~~ Teachers shall also be responsible for providing adequate direction and guidance to substitutes. Lesson plans ~~will~~ **shall** be subject to ~~periodic~~ review by ~~the principal~~ **the teaching staff member's Principal or designee and/or immediate supervisor as assigned by the Superintendent.**

~~The Superintendent shall apply uniformly throughout the district, except as may otherwise be provided in this policy, the following additional rules for teaching staff member conduct:~~

- ~~1. During the work day, teaching staff members may be assigned extra or alternative duties by the principal in accordance with Board Policy No. 3134;~~
- ~~2. Teaching staff members are expected to attend every faculty meeting unless expressly excused by the principal.~~

**During the work day, teaching staff members may be assigned extra or alternative duties by the Principal or designee in accordance with Policy 3134. Teaching staff members are to attend every faculty meeting unless expressly excused by the Principal or designee.**

- ~~3. Teaching staff members may not leave the school grounds during mealtime without the express permission of the principal.~~

~~Teaching staff members who are assigned as department heads or who are assigned to work on curriculum revision during the regular school day will be given an appropriate reduction in teaching assignments.~~

**N.J.S.A. 18A:27-4**

**N.J.A.C. 6A:9-3.3**

Adopted: 2 September 1998

**Revised:**