

^ & ^G-5150.1 5150 AUSD10 GCMF
PROFESSIONAL STAFF DUTIES AND RESPONSIBILITIES
(duties of teachers)
(Duties of Teachers; Failure to Comply is Unprofessional Conduct; Penalty)

The primary function of every teacher is to provide a quality education to students and to provide a wholesome, pleasant environment conducive to the educational process.

Every teacher shall:

- Comply with all Arizona statutes relating to teachers.
- **Comply with all rules, policies and regulations of the District.**
- Comply with all provisions of the Amphitheater School District's code of professional ethics.
- Hold students to strict account for disorderly conduct.
- Exercise supervision over students on the playgrounds and during recess if assigned to such duty.
- **Keep a school register, which the Governing Board shall carefully preserve as one of the records of the school.**
- **Take and maintain daily classroom attendance.**
- Make the decision to promote or retain a student in grade in a common school or to pass or fail a student in a course in high school. Such decisions may be overturned only as provided in A.R.S. 15-342(11)342.
- **Comply with all rules, regulations, and policies of the Governing Board that relate to the duties as prescribed.**

A teacher shall not use sectarian or denominational books or teach any sectarian doctrines or conduct religious exercises.

A teacher who fails to comply with the above is guilty of unprofessional conduct and **ismay be** subject to disciplinary action by the Governing Board **pursuant to A.R.S. 15-341(A)(25)** and by the State Board of Education **pursuant to A.R.S. 15-203(A)(27)**..

A teacher who is arrested for or charged with any nonappealable offense listed in section 41-1758.03, subsection B and who does not immediately report the arrest or charge to the teacher's supervisor is guilty of unprofessional conduct and shall be immediately dismissed from employment with the School District.

Duties of all employees shall be arranged so that they can achieve maximum effectiveness. The administration shall, insofar as reasonable, take positive steps to:

- Minimize clerical and noninstructional tasks in the professional's duties.
- Utilize paraprofessionals or personnel with specialized training when appropriate.
- Utilize the talents of outstanding professionals, who may or may not be employed by the District, so that teachers can have the broadest possible impact on the District students.

Adopted: date of ~~manual~~Manual adoption

LEGAL REF.: A.R.S. 15-203
15-341
15-521
15-535
15-539
15-550
41-1758.03

CROSS REF.: GBEB - Staff Conduct