Duties and Responsibilities of the Teacher

Each teacher shall be under the direction of the superintendent of schools and the appropriate director, and immediately responsible to the building principal for carrying out policies of the Board of Education as they relate to the functions of the school, to the classroom, and to the immediate contact with pupils and parents. The teacher’s specific responsibilities include:

1. To hold a valid license, issued by the Iowa Board of Educational Examiners, endorsed for the position assigned.

2. To diagnose, prescribe, evaluate, and guide student learning experiences, in concert with current goals and objectives; such functions to be performed as an individual teacher or in concert with other staff members.

3. To share responsibility for the development of curriculum, educational procedures, and student activities to be used in achieving goals and objectives.

4. To supervise all associates and volunteers who assist in serving students for whom the teacher is responsible.

5. To evaluate and assess student achievement and to use the information thus gained as a basis for developing additional educational strategies.

6. To provide for the care and protection of school property.

7. To participate in the district’s in-service training program.

8. To maintain cordial and cooperative working relations with colleagues.

9. To be responsible for such co-curricular matters and other duties beyond the regular classroom activities as may be determined by the building principal.

10. To provide comprehensive reports to the parents or guardians and the principal on the academic progress and development of each student.

11. To maintain good public relations and appropriate school-community and school-home working relationships.
12. To be flexible, energetic, innovative and imaginative in providing learning activities for students.

13. To recognize each student as an individual and to attempt to enhance the student’s self image.

14. To demonstrate competence in the Iowa Teaching Standards:
   - Demonstrates ability to enhance academic performance and support for implementation of the school district’s student achievement goals.
   - Demonstrates competence in content knowledge appropriate to the teaching position.
   - Demonstrates competence in planning and preparing for instruction.
   - Uses strategies to deliver instruction that meet the multiple learning needs of students.
   - Uses a variety of methods to monitor student learning.
   - Demonstrates competence in classroom management.
   - Engages in professional growth.
   - Fulfills professional responsibilities established by the school district.