

## **STAFF RESPONSIBILITIES**

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For students to succeed, all staff members must approach their responsibilities conscientiously, always remembering that the ultimate responsibility of the school district is to create the opportunity and environment where students can learn.

Also essential to the success of ongoing school operations and the instructional program are the following specific responsibilities, which will be required of all personnel:

- be familiar with, support and, where appropriate, enforce board policies, administrative procedures, school rules and applicable laws;
- attend to the safety and welfare of students, including the need to ensure that students are supervised at all times;
- demonstrate integrity, respect and commitment to the truth through attitudes, behavior and dress;
- address or appropriately direct any complaints concerning the schools, the school program or school operation; and
- support and encourage good school-community relations in all interactions with students, parents and members of the community.
- Maintain just and courteous professional relationships with students, parents, staff members and all others in the school environment.
- Maintain his/her own efficiency and knowledge of the developments in his/her field(s) of work.
- Transact all official business with the properly designated authorities of the school system.
- Establish a friendly and intelligent cooperation between the community and the school system.
- Place the welfare of children as the foremost concern.
- Refrain from using school contacts and privileges to promote partisan politics, sectarian religious views, or selfish propaganda of any kind.
- Protect all school property, equipment and materials; use them properly.

- Not unreasonably deny the student access to varying points of view.
- Avoid unfairly excluding a student from participation in any program.
- Grant benefits equally to all students.
- Never disclose information about students unless disclosure serves a compelling professional purpose or is required by law.
- Avoid making false or malicious statements about colleagues or students.
- Refuse any gratuity, gift, or favor that might impair or appear to influence professional decisions or actions.

Legal References: G.S. 115C-47, -307, -308

Cross References:

Adopted: 03/05/01