

Professional Responsibility

The instruction of children is a complex process which requires, on the part of all personnel, dedication, strength of character, and professionalism. Each staff member is to devote his/her energy exclusively to the duties of the school during work hours and strive to elevate the character of instruction as well as endeavor to increase the efficiency of the school. All personnel shall conduct themselves, off and on-duty, in ways that fulfill the obligation to serve as appropriate role models for students and maintain the confidence of the community in its schools as well as adhere to the Standards for Competent and Ethical Performance of Oregon Educators as specified in Oregon Administrative Rules. Continued service in this District is contingent upon satisfactorily demonstrating these attributes.

All personnel shall perform the responsibilities assigned under the appropriate job description in accordance with district policies, regulations and standard operating procedures. All personnel shall be directly responsible to the administrator or supervisor to which they are assigned.

All personnel shall attend meetings as required by the superintendent or principal.

As regular attendance is considered an essential function of work, all personnel will maintain regular attendance. Regular attendance is defined as being at work as scheduled with the exception of contractually provided and statutorily mandated leaves. Because absences can cause disruption to the educational environment, a pattern of missing work may be considered a violation of this policy.

All personnel shall be ready to work and fit for duty at the assigned time and will adhere to assigned break and meal times. The district may require an examination by a physician selected by and paid for by the district where there is a question of fitness for duty, or need for an accommodation, or appropriate use of sick leave.

Every staff member shall become familiar with district policies, administrative rules, job description, and building regulations and cooperate with the superintendent and other administrators in their observance. Violations or persistent disregard of the policies, administrative rules, job description, or building regulations or any insubordination to the school Board, superintendent, or other administrator which is, or appears to be, substantively willful shall be in itself sufficient cause for dismissal. The faithful execution of and compliance with all policies, administrative rules, job description and building regulations are required of all personnel.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[OAR 584-020-0000](#) to 0035