

Eugene School District 4J

Code: **GCK**
Adopted: 7/2/73
Revised: 8/15/77
Orig. Code(s): 3060

Instructional Load

The Board of Directors shall hold the administration responsible for the equitable distribution of work among the members of the staff. All teachers shall be provided at least one period of preparation time within the workday. The elementary teacher load shall be adjusted insofar as practicable to provide for maximum efficiency on the part of the teacher, but employment policies shall require every teacher to carry some extra responsibilities.

Teachers will assume such additional responsibilities as are necessary to fulfill their job assignment.

When, in the event of an emergency, a teacher is unable to cover a class and the administrator is unable to teach the class or obtain a substitute teacher, emergency teaching duties will be equitably distributed among the building staff.

Employees performing extra-duty services to cover responsibilities over and above those usually assigned during the school year shall receive additional compensation as determined by the collective bargaining agreement.

END OF POLICY

Legal Reference(s):

[ORS 332.107](#)

[ORS 332.505](#)

[ORS 342.608](#)