

## ADMINISTRATIVE POLICY

The online version of this policy is official.  
Therefore, all printed versions of this  
document are unofficial copies.

### BUILDING LEVEL TEACHING ASSIGNMENTS AND ADDITIONAL DUTIES

Teaching assignments shall be determined by the school principal. The number of preparations should maximize the efficiency of the school's master schedule, but should be minimized when possible. It is the responsibility of the principal to arrange for the supervision of all school activities other than those included in the regular school day hours. Students in the school before or after class hours are under the supervision of designated school personnel. The scheduling of before- and after-school supervision will be flexible and determined by the building principal.

Implementing Procedure: None

Associated Policies: [HUM-A038](#) Supervision of Students

#### Revision History:

**Note:** Policy is part of the Memorandum of Understanding and may not be revised without collaborative conferencing pursuant to T.C.A. §49-5-608.

<u>Date:</u>	<u>Rev.</u>	<u>Description of Revision:</u>
7/1/18		Initial Release
2/4/19		Reviewed for grammar, punctuation, and clarity.

**\*\*\* End of Policy \*\*\***