

Hardeman County Board of Education

Monitoring: Review: Annually, in January	Descriptor Term: <h2 style="margin: 0;">Supervision</h2>	Descriptor Code: 5.108	Issued Date: 11/10/16
		Rescinds: 5.108	Issued: 04/18/03

- 1 Supervision of administrative and supervisory personnel shall be provided by the director of schools.
- 2 Apprentice teachers shall be assisted by supervising teachers in the development of competencies
- 3 required by the board.¹
- 4 Support personnel shall be supervised by the person designated on the approved job description.
- 5 The immediate supervisor and director of schools' office share the responsibility for providing desirable
- 6 orientation experience for newly hired employees. Periodic training sessions may be provided for
- 7 employees or employee groups as deemed necessary. The immediate supervisor has the responsibility
- 8 of assigning specific duties and for giving guidance to the employee for the satisfactory performance of
- 9 those duties.
- 10 All employees shall report being charged with any criminal offense to their immediate supervisor within
- 11 72 hours of the arrest or being charged. The supervisor must report the offense to the director of schools
- 12 immediately and the director of schools must report the offense to the board chairman as soon as
- 13 practical.

Legal References

1. TCA 49-6-3004(c)(2)

Cross References

- Nepotism 1.108
 Line and Staff Relations 5.101
 Job Descriptions 5.103
 Staff Positions 5.116