

Lakeland Board of Education

Monitoring: Review: Annually, in March	Descriptor Term: Staff Meetings	Descriptor Code: 5.603	Issued Date: 05/11/15
		Rescinds: 5.603	Issued: 04/13/15

1 Staff meetings shall be held in each school for the purpose of promoting school improvement and pro-
2 fessional growth and may be conducted by the principal, teachers or committees.

3 All staff members are expected to attend all meetings called by the administration and all in-service
4 programs designed to improve the total school, unless excused by the person calling the meeting.

5 Teachers' meetings may include but not be limited to:

- 6 1. Meetings of the entire staff of school;
- 7 2. Meetings of teachers in the same subject area or on the same grade level;
- 8 3. System-wide in-service meetings; and
- 9 4. Committee meetings dealing with specific problems.

10 No staff meeting shall impact the instructional day for students, except in cases of emergency.

11 Teacher attendance at designated meetings is considered part of the normal duty of a teacher.

12 A teacher who finds it impossible to attend an assigned meeting will notify the building principal or the
13 committee chairman beforehand so that all absences will be accounted for and make arrangements to
14 receive any information shared during the meeting.

15 The Board feels that the duties that may be assigned are a part of the regular responsibilities of a teacher,
16 and repeated absences or failure to perform those duties may result in the dismissal of the teacher, as
17 defined in the Teachers' Tenure Laws.

Cross References

In-Service & Staff Development Opportunities 5.113