

PROFESSIONAL STAFF MEETINGS

Professional employees are required to attend all mandatory administratively called staff meetings, unless excused by the administrator that called the meeting.

The administration shall attempt to provide at least 24 hours' notice, unless an emergency exists, of all such meetings. Professional employees who are required to attend administratively called meetings will receive no additional remuneration, above their regularly paid salaries, for attending such meetings.

Professional employees are also required to attend all meetings of individual educational plan (IEP) teams, 504 team meetings, parent-teacher conferences, department meetings or activities of similar nature regardless of the date, time or duration of said meetings. Professional employees who are required to attend such meetings will receive no additional remuneration, above their regularly paid salaries, for attending such meetings. Generally, meetings will be scheduled at least 24 hours in advance, won't be more than an hour in duration and will be scheduled as close to the start or end of the school day as possible. Emergency, time sensitive situations, or complicated issues are examples of when these parameters may need to be modified.

APPROVED: August 27, 1985
January 21, 2013
June 19, 2017
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