

Professional Standards of Conduct and Performance for Teachers

The Buncombe Board of Education (“Board”) is dedicated and committed to providing all teachers with opportunities and resources to further their growth as professional educators. To that end, the performance of every teacher is assessed, and the teacher is provided with constructive feedback through a formal evaluation and review process targeted to enhance professional growth. In addition, it is the Board’s expectation that all teachers, regardless of their years of experience, are capable of and must adhere to certain minimum professional standards of conduct and performance as set forth in this policy.

Therefore, all teachers employed by the Buncombe County Board of Education shall comply with and adhere to the following professional standards of conduct and performance:

1. Adhere to the Code of Ethics for North Carolina Educators.
2. Comply with all Board policies regarding appropriate and/or prohibited behavior with students including electronic communications with students directly or through the internet.
3. Direct all complaints regarding the work environment to the appropriate supervisors’ and/or file grievances instead of acting to undermine or diminish the authority of co-workers and supervisors.
4. Avoid confrontations with co-workers, including but not limited to, engaging in actions or conversations which the teacher knows or should know will result in an actual disruption.
5. Manage students’ classroom behavior to minimize disruption to the educational environment and refer students, when necessary, to the administration for disciplinary action.
6. Respond to all parent inquiries, complaints and/or concerns in a timely and professional manner.
7. Comply with all administrative directives in a timely and professional manner, including written directives regarding specific issues or behaviors.
8. Perform all assigned and/or accepted extracurricular and non-instructional duties in a timely and professional manner.
9. Participate in and complete any required professional development activities.
10. Participate in all required staff meetings and student academic meetings, including required meetings for students with special needs, in a professional manner.
11. Complete and transmit all required reports and other documentation in a timely and professional manner.
12. Arrive at school each day at an appropriate time designated by the principal ready and prepared to complete all assigned duties.

The failure or unwillingness of a teacher to comply with the professional standards of conduct and performance listed herein may result in contract non-renewal or disciplinary action up to and including dismissal from employment. In all matters concerning a teacher’s compliance with this policy, consideration shall be given to the impact on the education of a

student or group of students and on the overall educational environment of the school.

All School Employees

For students to succeed, all school employees must approach their responsibilities conscientiously, always remembering that the ultimate responsibility of the school system is to provide students with the opportunity to receive a sound basic education.

All school employees shall:

1. be familiar with, support, comply with and, when appropriate, enforce board policies, administrative procedures, school rules and applicable laws;
2. attend to the safety and welfare of students, including the need to provide appropriate supervision of students;
3. demonstrate integrity, respect and commitment to the truth through attitudes, behavior and communications with others;
4. address or appropriately direct any complaints concerning school employees, the school program or school operations; and
5. support and encourage good school-community relations in all interactions with students, parents and members of the community.
6. support parents in effectively participating in their child's education and never encourage or coerce a child to withhold information from a parent (see policy 4240/7312 Child Abuse & Related Threats to Child Safety).
7. Refrain from creating any video or voice recording of a student without the parent's prior written consent, unless a) the recording is created by an employee acting in his or her official capacity within the reasonable and prudent scope of their authority or b) when the recording will be used by the educator or administrator solely for a safety demonstration, an academic or extracurricular activity, classroom instruction, photo identification cards, or security or surveillance of building, grounds, or school transportation.

Employees shall notify the personnel director if they are arrested for, charged with, or convicted of a criminal offense (including entering a plea of guilty or *nolo contendere*) other than a minor traffic violation (i.e., speeding, parking, or a lesser violation). Notice must be in writing, must include all pertinent facts and must be delivered to the personnel director no later than the next scheduled business day following the arrest, charge, or conviction, unless the employee is hospitalized or incarcerated, in which case the employee must report the alleged violation within 24 hours after his or her release. Upon judicial action in the matter, the employee must report the disposition and pertinent facts in writing to the personnel director no later than the next business day following adjudication.

In addition, all driver education instructors must immediately report to the board any conviction that results in three or more points, and any conviction that could cause suspension or revocation of the driver license in any state. The board will notify the Department of Public Instruction when an instructor loses his or her privilege to drive in North Carolina or any other state. The superintendent or designee shall conduct annual checks of the driving records of all driver education instructors.

Failure by an employee to provide timely notice as described in this policy may lead to disciplinary action up to, and including, dismissal.

Legal References: G.S. 115C-47, -307, -308; State Board of Education Policies DRIV-003, DRIV-004, S.L. 2023-106; G.S. 114A-20

Cross References:

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Replaces Board Policy 703

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Adopted January 7, 2010