

POLICY GUIDE

TEACHING STAFF MEMBERS
3134/page 1 of 2
Assignment of ~~Extra Additional~~ Duties
May 21

[See POLICY ALERT No. 223]

3134 ASSIGNMENT OF EXTRA ADDITIONAL DUTIES

The professional responsibilities of teaching staff members include such extra duties as may be assigned by the **Superintendent or designee** ~~Board of Education~~. The **Superintendent or designee will, in accordance with the Board of Education's managerial prerogative,** ~~Board will appoint assign~~ teaching staff members to extra **duties** ~~duty positions~~ that are in accordance with applicable law and any collective bargaining agreement including, but not necessarily limited to, the positions of department chairperson, account treasurer, co-curricular activity advisor, athletic coach, monitor, and chaperone.

All aspects of assignment to, retention in, dismissal from, and any terms and conditions of employment concerning extra-curricular activities shall be deemed mandatory subjects for collective negotiations in accordance with the provisions of N.J.S.A. 34:13A-23.

~~A teaching staff member who requests appointment to an extra duty position may be given preference over other candidates for the position. Wherever possible, the Board will fill athletic coaching positions with physical education teachers.~~

~~Any teaching staff member appointed to an extra duty position is expected to serve unless excused for extenuating circumstances. A member's refusal to serve or resignation from extra duty service without permission may constitute an act of insubordination subject to discipline.~~

~~A teaching staff member can accrue no tenure or seniority rights in an extra duty position and is not entitled to reappointment to an extra duty position.~~

Performance in **any an extra duties** ~~duty position~~ **may** ~~will~~ be considered in a teaching staff member's evaluation, ~~in determining whether to renew a nontenured member, and in determining which of two or more tenured members with identical seniority entitlements will be retained in a reduction in force.~~



POLICY GUIDE

TEACHING STAFF MEMBERS
3134/page 2 of 2
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~~The Superintendent will inform the Board of extra duty positions required for the implementation of the district's program, post notice of vacancies in those positions, and recommend appointments to those positions.~~

N.J.S.A. 18A:27-4
N.J.S.A. 34:13A-23

~~Cross reference: Policy Guide No. 3270~~

2nd Reading: 18 November 2021

Adopted:

