

Personnel -- Certified

Rights, Responsibilities and Duties

All current employees of the school system are subject to the policies of the Board, applicable laws, and current employee agreements.

Job descriptions shall be established for each type of work to be performed by instructional employees.

Job descriptions shall include the following:

I. General

- a. Job Title
- b. Job Description
- c. Job Qualifications

II. Essential/Non-Essential Job Functions

III. Other Related Factors

- a. Physical Demands
- b. Working Conditions
- c. Vocational Preparation
- d. Educational Preparation
- e. Temperament Requirements
- f. Sensory Abilities

Policy adopted: August 18, 2009

PUTNAM PUBLIC SCHOOLS
Putnam, Connecticut