

# Prattville Junior High School Teacher Expectations

## **BEFORE**

- \_\_\_\_\_ Lesson Plans on PJHS Website
- \_\_\_\_\_ Safety information posted beside your door
- \_\_\_\_\_ Substitute / Emergency Plans current
- \_\_\_\_\_ Daily agenda clearly displayed
- \_\_\_\_\_ Expectations / Course of Study objectives posted (up-to-date)
- \_\_\_\_\_ Obtain administrative approval before showing movies (via form)
- \_\_\_\_\_ Stand at door during class change

## **DURING**

- \_\_\_\_\_ Supervise students at *all* times
- \_\_\_\_\_ Post attendance every period in a timely manner
- \_\_\_\_\_ Maintain accurate records
- \_\_\_\_\_ Begin class on time
- \_\_\_\_\_ Teach until the bell
- \_\_\_\_\_ Limit hall passes (not hand-written) to emergencies
- \_\_\_\_\_ Utilize RTI instructional strategies
- \_\_\_\_\_ Incorporate effective vocabulary strategies
- \_\_\_\_\_ Enforce all school policies (dress code, electronics...)
- \_\_\_\_\_ Maintain an orderly classroom

## **AFTER**

- \_\_\_\_\_ Enter grades in INow weekly
- \_\_\_\_\_ Attend all assigned duties – on time
- \_\_\_\_\_ Attend lunch, assemblies, pep rallies, etc. with your class
- \_\_\_\_\_ Participate in faculty / department / grade level / professional dev meetings

### **Administrator Notes**

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**Administrator Signature**

**Date**

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### **Assistant Principal Notes**

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**Assistant Principal Signature**

**Date**

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**Teacher Response**

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**Teacher Signature**

**Date**

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Please complete the Teacher Response portion of this form and place in Mrs. Stockman's box.