

## **GCMB—Professional Staff Office Hours**

### **Professional Responsibility**

The Board believes that staff availability for parents and students outside regular class time is a professional responsibility. To this end, teachers should allow for and make it known to their students' parents/guardians that they are available to meet with them outside classroom time. It remains the teacher's prerogative whether to meet with parents before versus after school.

This expectation neither extends beyond their contract time nor into their planning time or lunch break. Regardless, teachers will be held to the highest levels of professionalism in their communications with parents.