

IN SCHOOL SUSPENSION MONITOR

QUALIFICATIONS:

1. Teacher Certification or 60 College Credits
2. An understanding of the social, emotional and intellectual characteristics of children.
3. Must be willing to maintain appearance appropriate to assigned duties and responsibilities.
4. May experience frequent interruptions: may be required to shift tasks and priorities; required to deal with a wide range of student behaviors; may occasionally deal with distraught or difficult students.

REPORTS TO: Building Principal

JOB GOAL:

Supervise in a remote location, those students assigned to in-school suspension.

PERFORMANCE RESPONSIBILITIES:

1. Provide supervision for students who are assigned an in-school suspension.
2. Obtain student assignments for those assigned to in-school suspension.
3. Inform students of rules and regulations concerning in-school suspension.
4. Accurate record keeping and date entry of student disciplinary records, when necessary.
5. Supervise students on restroom breaks.
6. Supervise students for lunch period, including escorting them to/from cafeteria.
7. Keep room orderly and quiet at all times.
8. Keep accurate attendance on student assigned to room.
9. Encourage positive behavior.
10. Offer assistance with assignments i.e. review directions, pre-spelling quiz. When students need to research, allow library time and supervision when possible.
11. Discuss with each student the cause for the suspension and how to avoid the problem in the future. Discuss possible behavior changes that would alter the outcome in a positive matter.
12. As needed, serves as classroom substitute.
13. Perform general office duties, including but not limited to filing or typing while not supervising room.
14. When no detention monitoring is necessary, assignment to be determined by administration.

JOB DESCRIPTION

BARNEGAT TOWNSHIP SCHOOL DISTRICT

TERMS OF EMPLOYMENT:

Salary and work year to be determined by the Board of Education.

EVALUATION:

Performance of this job will be evaluated annually in accordance with State law, administrative code, and the provisions of the Board's policy on evaluation of certified staff.

LEGAL REFERENCES:

N.J.S.A. 7F	Comprehensive Educational Improvement and Financing Act
N.J.S.A. 18A:6-7.1	Criminal history record; employee in regular contact with pupils; grounds for disqualification from employment; exception
N.J.S.A. 18A:6-10	Dismissal and reduction in compensation of persons under tenure in public school system
N.J.S.A. 18A:16-2	Physical examinations: requirement
N.J.S.A. 18A:25-2	Authority over pupils
N.J.S.A. 18A:26-4	School register; keeping
N.J.S.A. 18A:26-1	Citizenship of teachers, etc.
N.J.S.A. 18A:26-1.1	Residence requirement prohibited
N.J.S.A. 18A:26-2	Certificates required; exception
N.J.S.A. 18A:27	Employment and contracts
N.J.S.A. 18A:28-3	No tenure for non-citizens
N.J.S.A. 18A:28-5	Tenure of teaching staff members
N.J.S.A. 18A:28-8	Notice of intention to resign required
N.J.S.A. 18A:37	Discipline of pupils
N.J.A.C. 6:3.1 et seq.	Conditions of employment for teachers
N.J.A.C. 6:3-4.1 et seq.	Supervision; observation and evaluation
N.J.A.C. 6:3-4A.4	Requirements of physical examinations
N.J.A.C. 6:3-5.1 et seq.	Seniority
N.J.A.C. 6:3-6	Pupil Records
N.J.A.C. 6:3-9	Attendance and Pupil accounting
N.J.A.C. 6:8	Thorough and efficient system of free public schools
N.J.A.C. 6:11-3.1	Certificate required
N.J.A.C. 6:11-3.9	Oath of allegiance required
N.J.A.C. 6:11-3.10	Citizenship requirement
N.J.A.C. 6:11-5	Requirements for instructional certificate
N.J.A.C. 6:11-6	Endorsements on the instructional certificate
N.J.A.C. 6:11-13.2	Amount duration and content of required continuing professional development

JOB DESCRIPTION

BARNEGAT TOWNSHIP SCHOOL DISTRICT

N.J.A.C. 6A:7 Managing for equality and equity in education
N.J.A.C. 6A:8 Standards and assessment
N.J.A.C. 6A:16 Programs to support student development

Immigration Reform and Control Act of 1986, 8 U.S.C.A. 1100 et seq.
No Child Left Behind Act of 2001, P.L. 107-110, 20 U.S.C.A. 6301 et seq.