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### **Responsibilities of Teachers**

- Preparing lesson plans
- Teaching classes
- Evaluating student progress
- Encouraging students
- Acting as teacher-advisors for students
- Maintaining discipline in the classroom
- Running extracurricular sports, clubs and activities (voluntary)
- Communicating with parents about students' progress.
- Continuing intellectual and professional development
- Working as part of a cooperative and diverse team of educators and administrators to carry out the vision and mission of the campus and school district.