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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