

PERSONNEL

PROFESSIONAL PERSONNEL - QUALIFICATIONS AND LICENSURE

Each licensed staff member must have a valid Illinois Professional Educator License which legally qualifies him or her for the duties for which he or she is employed. The staff member shall be responsible for securing and maintaining a valid license.

Each teacher shall be responsible for having a copy of the license or other valid proof of licensure, and a current receipt showing license registration in the Superintendent's office no later than the end of the first week of school, each school year. A licensed staff member's checks may be withheld until the license has been registered with the Regional Office of Education and proof of registration has been received by the Superintendent or his or her designee. On or before each July 1, each teacher must also have a complete, up to date set of college transcripts, including any new credits, on file with the Superintendent. The teacher shall notify the Superintendent of any licensure change within 30 days after it has occurred.

LEGAL REF.: Illinois School Code, Sec. 10-20.15, 21-1, 21-10, 21-11.4, and 24-23 (105 ILCS 5/10-20.15, 5/21-1, 5/21-10, 5/21-11.4, and 5/24-23);and 23 Ill.Admin.Code § 1.620.

Adopted: March 10, 1983
Revised: December 14, 1995
Revised: March 12, 1998
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