

Unity School District - Board of Education

Board Policy 532.5

Licensing Certified Staff

Last Revised 8/14/2018

The Board of Education directs the District Administrator and the Principals to insure that every teacher, supervisor, administrator, and professional staff member holds a certified license or permit to teach issued by the Department of Public Instruction before entering the duties of such position. Therefore, it is the responsibility of the District Administrator and principals to ensure that the original or copy of certified license or permit is in the individual's personnel file located in the District office prior to entering duties assigned. When necessary, the DPI may advise the District when matters delay the issuance of a license.

The District Administrator is authorized to request emergency, temporary, or license with stipulations as is necessary for the District and is allowable by the Wisconsin DPI.

Ref: WI Stat. 121.02(1)(a)