

**Spearfish School District 40-2
4000 Personnel**

Board Policy

Code: 4320

CERTIFICATION AND LICENSING

Every certificated employee shall hold a valid teaching certificate issued by the state of South Dakota or a valid temporary certificate. (SDCL 13-42-1) Employees must meet the certification of licensing requirements, when applicable, of the Department of Education and the laws of the state of South Dakota.

An employee cannot be paid for services prior to the date of issuance of the credential or certificate.

It is the responsibility of the employee to see that the credential is submitted to the district for recording as required by law.

It is the responsibility of the employee to see that the certificate is renewed before the date of expiration and to record the renewal with the district.

Adopted	<u>June 16, 1978</u>
Revised	<u>May 11, 1987</u>
Revised	<u>December 14, 1998</u>
Reviewed	<u>December 11, 2006</u>
Reviewed	<u>January 9, 2012</u>
Reviewed	<u>March 2016</u>