

**Linn Benton Lincoln
Education Service District**

Code: **GCA**
Adopted: 7/08/98
Readopted: 4/10/2018

License Requirements

The Board, in adhering to Oregon Revised Statutes, shall require applicants selected for employment to positions that require licensure to hold a valid Oregon license as a condition of employment.

An applicant whose teaching license application with the Teacher Standards and Practices Commission (TSPC) is pending may teach with Board approval for 90 calendar days after the date of submission of the application if the applicant has:

- 1) Submitted an application in the manner and form required by the TSPC, including payment of all required fees;
- 2) Completed a background clearance conducted by the TSPC that includes having:
 - a) Furnished fingerprints if required;
 - b) Provided satisfactory response to character questions in the form and manner required by the TSPC; and
 - c) Completed a criminal records check pursuant to state law and a background check through the interstate clearinghouse for revoked or suspended licenses, and is eligible for a teaching license.

The ESD will complete a review of the applicant's employment history prior to beginning employment.

The ESD will verify the employee is properly licensed on the 91st calendar day after the application was submitted to the TSPC, if the employee's license application is pending and the employee is teaching in or for the ESD.

This 90-day teaching option will only be applied to those positions of high need, specialty areas or emergency assignments as determined by the ESD

This verification includes all license endorsement. It shall be each licensed staff member's responsibility to keep all endorsement current. Employment of each licensed employee is conditional upon the employee holding the required license. The superintendent may transfer, suspend or terminate an employee whose license is not valid for their current assignment or has expired.

Substitutes and temporary employees shall comply with applicable licensure requirements.

END OF POLICY

Legal Reference(s):

[ORS 339.374](#)
[ORS 342.120 - 342.203](#)
[OAR 584](#)

