

CLASSIFICATION: Certificated Personnel

ADOPTED: 6/14/95

REVISED: 9/9/97

SUBJECT: Appointment and Conditions of Employment PAGE: 1 of 2

INITIAL EMPLOYMENT

When initially employed, certificated employees shall receive a written statement of their employment status and salary. In the case of temporary employees, this statement shall clearly indicate the temporary nature of the employment and the length of time for which the person is being hired.

Each certificated employee shall be held accountable for duties assigned to him/her.

OATH OR AFFIRMATION

All certificated employees shall comply with the legal requirements to subscribe to an oath or affirmation to support the institutions and policies of the United State of America and the State of California. The oath or affirmation shall be filed with the Commission on Teacher Credentialing.

CERTIFICATION

All certificated personnel are personally responsible for renewing their credentials and for keeping them valid.

Each credential actively used by a certificated employee must be registered with the County Superintendent of Schools. This is the responsibility of the credential holder.

No warrant will be drawn in favor of any person requiring certification until he/she is properly credentialed/authorized and registered with the County Superintendent of Schools.

The County Superintendent of Schools will not initially employ any certificated person on a permanent, temporary, or substitute basis unless that person has demonstrated basic skills proficiency as required under Education Code section 44252.2. Exemptions from this requirement shall be governed by provisions of Education Code section 44830.

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The basic skills proficiency test shall not be required of certificated persons who have been employed by another County Superintendent of Schools or school district in a position requiring certification within thirty-nine (39) months prior to employment by the County Superintendent of Schools.

**Legal Reference: 88 Ops. Cal Atty. Gen. 901 (1989)
Education Code
1704, 32340 - 32341, 44006, 44066, 44250 - 44275, 44251, 44252, 44252.5, 44254,
44259, 44277, 44278, 44330 - 44355, 44830, 44857, 44916, 45034
Government Code
3543.2**