

Professional Personnel

Certification

Each certified staff member must have a current Illinois certificate 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 certificate.

Each teacher shall have a valid proof of certification and a current receipt showing certificate registration in the District's central office no later than the end of the first week of school, each school year. On or before each July 1, each teacher must 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 a certification change within 30 days after it has occurred.

All teachers with primary responsibility for instructing students must be *highly qualified* for those assignments as determined by State and federal law.

The Superintendent or designee shall:

1. Monitor compliance with State and federal law requirements that teachers be appropriately certified and *highly qualified* for their assignments.

Through incentives for voluntary transfers, professional development, recruiting programs, or other effective strategies, ensure that minority students and students from low-income families are not taught at higher rates than other students by unqualified, out-of-field, or inexperienced teachers.

LEGAL REF.: Section 1119 of the No Child Left Behind Legislation 2001.
105 ILCS 5/10-20.15, 5/21-1, 5/21-10, 5/21 Ill. Admin. Code § 1.620.

Adopted by the Board of Education March 1997
Revised and Adopted: June 2002; January 2003, December 2010