



Provo City School District Policy Series 5000: Personnel

Policy No. 5050

Licensure

Provo City School District certificated employees are required to maintain a current license issued from the USOE. Licensed educators are considered provisional or professional level status. Some positions also require endorsement(s). Certificated employees are required to obtain proper certification and if needed, endorsements for their teaching position. Verification of licensure is due to the District no later than June 30 of the year of expiration.

ESP employees required to maintain license or certification (bus drivers need a CDL, nutrition workers a food handler's permit, etc.) must provide the license or certificate prior to the date of expiration. Employees are responsible to obtain and renew their license, pay all applicable fees, correspond with the USOE, DMV, Health Department, etc.

An employee who allows his/her licensure to lapse - or loses state licensure - is ineligible for employment in the District and therefore, has no expectation of continued employment.

The district is required to report violations of rules to the applicable regulating body. An employee's license may be put in jeopardy if reported violations of professional and ethical conduct are forwarded to the Utah Professional Practices Advisory Commission or other relevant agency. Each employee in such a situation is responsible for monitoring any impact upon licensure, and is expected to communicate such impacts/changes to the human resources department.

Legal References:	Synopsis:
Rule R277-501	Educator Licensing Renewal and Timelines
Rule R277-502	Educator Licensing and Data Retention
Rule R277-503	Licensing Routes
Rule R277-504	Early Childhood, Elementary, Secondary, Special Education (K-12), Communication Disorders, and Special Education (Birth-Age 5) Certification.
Rule R277-505	Administrative License Areas of Concentration and Programs
Rule R277-506	School Psychologists and School Social Workers Licenses and Programs
Rule R277-507	Driver Education Endorsement
Rule R277-508	Employment of Substitute Teachers
Rule R277-509	Certification of Student Teachers and Interns
Rule R277-510	Educator Licensing - Highly Qualified Assignment
Rule R277-512	Online Licensure
Rule R277-514	Board Procedures: Sanctions for Misconduct
Rule R277-515	Utah Educator Standards
Rule R277-518	Applied Technology Education Licenses

Rule R277-519 Educator Professional Development Procedures and Credit
Rule R277-520 Appropriate Licensing and Assignment of Teachers
Rule R277-522 Early Years Enhancements (EYE)
Rule R277-524 Paraprofessional Qualification

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