

BOARD POLICY

Placentia-Yorba Linda Unified School District

Personnel

4100 - BP

CERTIFICATED PERSONNEL

The Governing Board recognizes that teachers and other certificated personnel work closely with students in carrying out the district's educational goals. The Superintendent or designee shall ensure that the duties, responsibilities and expectations for certificated positions are clearly defined and made known to each member of the certificated staff. Each certificated staff member shall be held accountable for duties assigned to him/her and shall undergo regular performance evaluations in accordance with law and negotiated agreements.

Upon acceptance of the offer of employment, the new employee shall furnish the personnel office verification of his or her certification for the position being filled. The responsibility for certification lies with the teacher. All teachers shall have appropriate credentials in force as required by the Education Code.

Certificated employees shall have on file, by transcripts or other official records of university course work, records upon which their assignments are based and upon which salary placement is determined. This is the teacher's individual responsibility.

The Board strongly encourages certificated staff to continually improve their skills and pursue excellence within their profession.

Policies, rules and regulations related to certificated personnel shall be available to all concerned and shall be administered in a fair and equitable manner.

Legal Reference: Cf. 4115	Evaluation/Supervision
Education Code 90	Definition, Certificated
Education Code 44006	Certificated Person
Government Code 3443.2	Scope of Representation

Policy adopted: 2/15/72

Policy revised: 3/13/12