

# Creswell School District 40

Code: **GCA**  
Adopted: 4/10/91  
Readopted: 9/10/98  
Orig. Code(s): 3240

## License Requirements

Licensed employees are personally responsible for keeping their licenses in force and for having the license registered at the district office not later than the first day of employment each year.

State law allows a certificate to be valid 120 days after the date of expiration, therefore, a licensed employee will be allowed to remain in his/her position for 120 days beyond the expiration date of the license. If the licensed employee does not obtain a renewed license within 120 days following expiration, he/she will be suspended without pay on the 121st day following expiration.

No district paid leave will be allowed for the sole purpose of meeting licensing requirements.

Payment of fees to obtain a license is the responsibility of the employee.

END OF POLICY

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### Legal Reference(s):

[ORS 342.120 - 342.203](#)

[OAR Chapter 584](#)