

# Scappoose School District 1J

Code: **GCA**  
Adopted: 4/11/94  
Revised/Readopted: 12/12/16; 2/27/17  
Orig. Code(s): 3400.1

## License Requirements

No employee shall be allowed to perform the responsibilities of a licensed position without holding a current license, which is also valid for the assignment, without Board approval. The term “current license,” for the purposes of this policy, means an unexpired license and refers to the inclusive dates printed on the license. A valid license has the meaning ascribed to it in Oregon Administrative Rule (OAR) 584-050-0040.

The district must be able to verify the current license of those offered employment.

It shall be the responsibility of each licensed employee to maintain a current license on file at all times.

Any licensed employee whose current license expires during the course of employment, shall be immediately suspended without pay until a current license is presented to the district.

In case of new employees only, the administration may grant temporary approval to assume the assignment until the next scheduled Board meeting, provided that the license status of the employee has been thoroughly checked out and reasonable assurance exists that the license will be issued in a timely manner.

Should the likelihood exist that the district would be placed in jeopardy of incurring a penalty, the employee shall not be allowed to assume the position and/or shall be suspended until such time as a current and also valid license is obtained.

The Board, at its discretion, may chose to dismiss any licensed employee who fails to maintain a valid license.

END OF POLICY

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### Legal Reference(s):

[ORS 342.120 to-342.203](#)

[OAR Chapter 584](#)