



**WINDHAM SCHOOL  
DISTRICT**

**NUMBER: WBP-07.57**  
**DATE: August 25, 2017**  
**PAGE: 1 of 2**  
**SUPERSEDES: n/a**

## **WINDHAM BOARD POLICY**

---

**SUBJECT: DISTRICT TECHNICAL EDUCATION TEACHING PERMIT**

**AUTHORITY: Tex. Educ. Code §19.004; §21.055 (d-1)**

**APPLICABILITY: Windham School District (WSD)**

### **EMPLOYMENT AT WILL CLAUSE:**

These guidelines **do not** constitute an employment contract or a guarantee of continued employment. The WSD reserves the right to change the provisions of these guidelines at any time.

Nothing in these guidelines and procedures limits the superintendent's authority to establish or revise human resources policy. These guidelines and procedures are adopted to guide the internal operations of the WSD and **do not** create any legally enforceable interest or limit the superintendent's authority to terminate a noncontract employee at will.

### **POLICY:**

The WSD may issue a teaching permit for technical education courses to individuals who do not have permits issued by the State Board of Educator Certification.

### **DISCUSSION**

The Superintendent is authorized by the Windham School District Board of Trustees (Board) to issue teaching permits for technical education courses to individuals who do not have permits issued by the State Board of Educator Certification in accordance with this policy. The Superintendent will establish policies to ensure that all individuals issued a District Teaching Permit are qualified to serve as instructors in the subject matter to be taught.

**PROCEDURES:**

I. Qualifications

- a. Qualifications must include demonstrated subject matter expertise such as professional work experience, formal training and education, holding an active professional relevant industry license, certification, or registration, or any combination of work experience, training and education, or industry license, certification, or registration, in the subject matter to be taught.
- b. A new employee shall undergo a criminal background check and be capable of proper classroom management.
- c. A new employee must obtain at least 20 hours of classroom management training.
- d. The employee shall comply with continuing education requirements applicable to the position held.

II. Duration of Permit

A WSD teaching permit remains valid unless the district revokes it for cause. A person authorized to teach under a WSD teaching permit may not teach in another school district unless that other district complies with Education Code Subsection 21.055(d-1) provisions.

III. Notifications

- a. The Superintendent will certify to the Board that the new employee meets the requirements of Section I above.
- b. Promptly after employing a person who qualifies under Education Code Subsection 21.055(d-1), the Superintendent will send to the commissioner a written statement identifying the person, the course the person will teach, and the person's qualifications to teach the course.

Signature on file  
\_\_\_\_\_  
Hon. Dale Wainwright, Chairman  
Windham School District Board of Trustees