

QUALIFICATIONS AND DUTIES

QUALIFICATIONS

The East Baton Rouge Parish School Board shall require that each **teacher** or **substitute teacher** hold not less than a bachelor's degree from a regionally accredited college or university to be eligible for employment, whenever possible. Each teacher, including administrative personnel, shall be required to hold a current and valid teacher's certificate issued by the Louisiana State Board of Elementary and Secondary Education or demonstrate proficiency in meeting all requirements necessary to obtain such a certificate.

A certified applicant who is presently employed by another school district and is seeking employment with the East Baton Rouge Parish School Board must provide an executed release of information form directed to the supervisor of personnel for that school district. This completed release of information form must be included with the application. No application for employment will be considered unless the release of information form is completed in its entirety.

Other professional personnel shall be required to meet those qualifications necessary for the position assigned as may be determined by the Board.

BUS DRIVERS

All applicants for bus driver shall, as a condition of employment, grant permission to the School Board to have a motor vehicle driving record check conducted prior to any offer of employment.

GENERAL DUTIES AND RESPONSIBILITIES

As part of their work assignment, teachers, as well as all employees, shall perform duties as necessary to reasonably maintain the safety and welfare of students. They shall at all times perform these duties in a reasonably prudent manner. Teachers may also be required to attend or conduct such other functions or activities of their respective school as deemed appropriate by the principal within the guidelines of their job description and their job responsibilities.

A written job description shall exist for all certificated employment positions in the East Baton Rouge Parish school system. Documentation of current signatures reflecting the annual review and/or receipt of job descriptions shall be filed in the employee's single official file.

Ref: La. Rev. Stat. Ann. ' ' 17:413, 17:414, 17:441; Harrah Independent School District v. Martin, 99 S.Ct. 1062 (1979).