

## LICENSED EMPLOYEES

Licensed employees, including administrators, are those employees required to hold an appropriate license from the Iowa Department of Education for their position as required by the Board of Educational Examiners or others with professional licenses. Licenses required for a position will be considered met if the employee meets the requirements established by the Iowa Department of Education.

Board-approved job descriptions, contractual agreements, and employee rules/regulations shall exist for licensed employees to appropriately fulfill their job responsibilities.

Licensed employees include:

1. Administrators
2. Teachers (as defined in the bargaining agreement)

Substitute teachers need an Iowa teaching license or substitute authorization, but are not covered by a contractual agreement.