

## Licensed Staff

*NOTE: Policies and regulations in the GC section (Licensed Staff) pertain only to instructional and administrative staff members.*

Teachers shall be in one of these classifications according to the terms of their employment:

1. **Teacher.** Teacher means any person who holds an initial or professional teacher's license and who is employed to instruct, direct or supervise an instructional program. "Teacher" does not include persons holding letters of authorization or the superintendent.
2. **Alternative teacher.** A person who is participating in an alternative teacher program provided by a designated agency and who holds an alternative.
3. **Probationary teacher.** A teacher on an annual contract who has not completed three full years of continuous and uninterrupted employment in the district and who has not been re-employed for the fourth year. A year of required service for probationary teachers is defined as a full school year if the period of continuous and uninterrupted employment includes the last 120 school days of the academic year.
4. **Substitute teacher.** A teacher who performs services for a district for four hours or more during each regular school day, but works on one continuous assignment for a total of less than 90 regular school days, or for less than one semester or equivalent time as determined by the annual school year calendar of the district. Substitute teacher does not include a non-probationary or probationary teacher who is assigned as a permanent substitute teacher within a school district.
5. **Itinerant teacher.** An itinerant teacher who is employed by a district on a day to day or similar short-term basis as a replacement teacher for a non-probationary teacher, a probationary teacher or a part-time teacher who is absent or otherwise unavailable (no limit on the number of days worked).
6. **Part-time teacher.** A teacher who normally works less than four hours per day.

The Board shall approve all classifications upon the recommendation of the superintendent.

Current practice codified 1995

Adopted: date of manual adoption

Revised: June 27, 2000  
 February 27, 2001  
 October 28, 2003  
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 November 24, 2009  
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LEGAL REFS.: C.R.S. 22-9-103 (1.5) (*definition of licensed personnel*)  
 C.R.S. 22-32-109 (1)(f) (*board duty to employ personnel*)  
 C.R.S. 22-32-109.7 (*specific board duties regarding personnel*)  
 C.R.S. 22-60.5-201 (*types of teacher licenses*)  
 C.R.S. 22-60.5-201 (3)(b) (*licensure reciprocity for out-of-state applicants*)  
 C.R.S. 22-60.5-207 (*alternative teacher contracts*)  
 C.R.S. 22-63-103 (*definitions in Teacher Employment Act*)  
 C.R.S. 22-63-201(2) (*hiring of person who holds an alternative teacher license*)  
 C.R.S. 22-63-203 (2)(a)(II) (*definition of probationary teacher*)  
 20 U.S.C. 1119 (*definition of highly qualified teacher contained in No Child Left Behind Act of 2001*)  
 34 C.F.R. 200.55 (*federal regulations regarding highly qualified teachers*)