

EMPLOYMENT REQUIREMENTS AND RESTRICTIONS
CREDENTIALS AND RECORDS

DBA
(LOCAL)

PROPOSED REVISIONS: 4.6.2026

Note: ~~This local policy has been revised in accordance with the District's innovation plan.⁴~~

State Teacher Certification

~~In accordance with the District's innovation plan, the District shall be exempt from the state law that generally requires school districts to hire teachers who are certified by the State Board for Educator Certification. State certification shall not be required for teachers of hard-to-fill positions, including but not limited to, Texas Education Agency (TEA) approved shortage areas, mathematics, science, languages other than English (LOTE), and career and technical education (CTE) courses. In addition, the Superintendent shall have the authority to permit a certified teacher to teach up to one course outside his or her certified field(s). All other teaching assignments shall require certification in accordance with state law. [See DK]~~

~~In accordance with the District's innovation plan, the District shall be exempt from the state law that requires parental notification of uncertified or inappropriately certified teachers. Parents of students who are taught by uncertified personnel shall be notified in accordance with applicable law and local procedures.~~

Updating Credentials

All employees who have earned certificates, endorsements, or degrees of higher rank since the previous school year shall file with the District:

1. An official college transcript showing the highest degree earned and date conferred; or
2. Proof of the certificate or endorsement.

Contract Personnel

The Superintendent or designee shall ensure that contract personnel possess valid credentials before issuing contracts.

Social Security Number

The District shall not use an employee's social security number as an employee identifier, except for tax purposes [see DC]. In accordance with law, the District shall keep an employee's social security number confidential.

⁴ ~~Innovation Plan: <https://www.terrellisd.org/>~~