

Henderson County Schools

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To: Marganna Stanley, Superintendent
From: Jinger Carter, Director of Human Resources
Date: August 8, 2016
Re: Emergency certification request

Please consider this request to issue an emergency certification for a high school Family and Consumer Science teacher.

We had a resignation at the end of the 2015-16 school year. We posted on the Kentucky and district web sites for more than 30 days. Those applying either did not have proper Kentucky certification or were in the process of getting a Kentucky certification. The applicant we would like to hire has a full Indiana certification and has currently applied for her Kentucky certificate. The final piece of obtaining Kentucky certification includes obtaining a transcript from her college in South Dakota. The registrar will not be back on campus until the end of August and therefore she will not be able to receive her Kentucky application until at least the beginning of September.

In order for her to be certified to teach this year, the board must declare that a qualified teacher is not available for this position.

The wording from the Certification application is as follows:

Prerequisites for Approval (pursuant to KRS 161.100; 16 KAR 2:030):

1. Diligent efforts have been made to recruit a qualified teacher, and the need to fill this position has been made known locally by appropriate means.

2. No Qualified teachers have applied for this position, and, as best as can be determined, a qualified teacher is not available for this position. For purpose of this regulation, "qualified" shall mean a teacher who holds appropriate certification unless the superintendent of the employing school district has documented evidence that the teacher is unsuitable for appointment.

3. This position will be filled by the best qualified person available, giving preference to the factors of academic preparation, prior teaching experience or related educational work, and personal attributes compatible with the demands of the teaching profession.

4. The person named in this application sustains good moral character and is at least 18 years of age.

5. The applicant has complied with the criminal records check required in KRS 160.380.

6. The district shall comply with the priority selection process for employment established in 16 VAR 2:030, Section 2, for substitute teachers

Once approved by the Henderson County Board of Education, the application will be forwarded to the Kentucky Education Professional Standards Board (EPSB).

Thank you for your consideration of this request, Jinger D. Carter Director of Human Resources