

CHAPTER 6.00 – HUMAN RESOURCES

NAME AND ADDRESS OF EMPLOYEE

6.88*

- I. Any employee who changes his/her name or address shall notify the human resources department within ten (10) days after a change of name or address.
- II. Any employee who is required to have a Florida Educator Certificate or other license or certificate shall maintain the license or certificate in his/her legal name.
- III. Any employee who is a certificated educator is responsible for maintaining his/her current name and address with the Department of Education. The Department of Education shall be notified in writing or electronically of any changes of name and/or address.

STATUTORY AUTHORITY:

1001.41, 1001.42, 1012.23, F.S.

LAW(S) IMPLEMENTED:

1001.43, 1012.561, F.S.

HISTORY:

ADOPTED: 09/07/2006
REVISION DATE(S): 06/05/2008
FORMERLY: NEW