

**ADOPTED REGULATION OF THE
STATE BOARD OF EDUCATION**

LCB File No. R097-04

Effective August 25, 2004

EXPLANATION – Matter in *italics* is new; matter in brackets ~~[omitted material]~~ is material to be omitted.

AUTHORITY: §§1-3, NRS 391.037 and 391.038.

A REGULATION relating to education; requiring an institution that provides a course of study and training for the education of teachers and other educational personnel to submit an annual report to the Department of Education; requiring the Department to prescribe a form for the evaluation of a course of study and training for the education of teachers and other educational personnel; extending the number of years for approval of a course of study and training for the education of teachers and other educational personnel; and providing other matters properly relating thereto.

Section 1. Chapter 391 of NAC is hereby amended by adding thereto a new section to read as follows:

1. On or before May 31 of each year, an institution that is approved pursuant to NAC 391.558 to offer a course of study and training for the education of teachers and other educational personnel shall submit an annual report to the Department that includes:

(a) The annual institutional report submitted by the institution pursuant to Title II of the Higher Education Act of 1965, 20 U.S.C. §§ 1021 et seq., if the institution is required to submit such a report pursuant to that federal law;

(b) Information on the type of employment obtained by persons who have completed the course of study and training at the institution;

(c) The results of the survey submitted by the institution pursuant to subsection 2; and

(d) A plan for improvement of the institution based upon a review of the information contained in the annual institutional report submitted pursuant to paragraph (a), if applicable, and the results of the survey submitted pursuant to subsection 2.

2. The Department shall prescribe a form for a survey that includes an evaluation of a course of study and training for the education of teachers and other educational personnel. Each institution that is approved pursuant to NAC 391.558 to offer a course of study and training shall submit the survey prescribed by the Department to:

(a) Persons who have completed the course of study and training upon their completion of the course of study and training; and

(b) School districts, charter schools and private schools within this State that employ persons who have completed the course of study and training at the institution.

↪ The survey must be submitted annually at a time prescribed by the Department.

Sec. 2. NAC 391.558 is hereby amended to read as follows:

391.558 1. The Board will appoint a review team to review each application received by the Superintendent of Public Instruction. The Superintendent of Public Instruction shall submit to the Board a list of persons whom he recommends for membership on the review team. At least 2 months before the date of the visit required by subsection 5, the Superintendent of Public Instruction shall send a list of his recommendations to the chief administrative officer of the institution that submitted the application. The list must include a description of the professional position, experience and areas of expertise of each person recommended by the Superintendent of Public Instruction. If the chief administrative officer has concerns about any of the persons recommended by the Superintendent of Public Instruction, he shall, within 30 days after receipt of the list, provide to the Superintendent of Public Instruction, for transmittal to the Board a

written response which describes his concerns. The Board will address the concerns of the chief administrative officer before it appoints members to the review team. Employees or other members of the institution shall not contact the persons recommended for membership on the review team before the Board formally appoints members to the team.

2. Upon receipt of the recommendations and a written response, if one has been provided by the chief administrative officer, the Board will appoint no more than seven members to the review team. The Board may, for good cause, refuse to appoint any of the persons recommended by the Superintendent of Public Instruction. If possible, members of the review team must reside in the area where the institution that submitted the application is located. The review team must include, but is not limited to:

(a) One representative from a public educational institution in this State, other than the applicant, which offers a course of study and training for the education of teachers or other educational personnel;

(b) One representative from a private educational institution in this State, other than the applicant, which offers a course of study and training for the education of teachers or other educational personnel;

(c) At least one licensed teacher who has expertise in the course of study and training offered by the applicant;

(d) At least one representative of a local school district;

(e) One member of the Board; and

(f) One member of the general public.

3. The review team shall:

(a) Examine the application submitted; and

(b) Decide whether to recommend that the Board grant provisional approval of the course of study and training.

4. If the Board grants provisional approval of a course of study and training, the applicant may offer the course of study and training to students pending final approval by the Board. Members of the general public who inquire about the status of the course of study and training must be informed that it has been provisionally approved and that final approval is pending.

5. If the Board grants provisional approval of a course of study and training, the review team shall, within 12 months after provisional approval has been granted, visit the site of instruction to verify the information provided by the institution pursuant to subsection 1 of NAC 391.557. The visit must not exceed 5 days.

6. Within 30 days after the visit, the chairman of the review team shall send to the applicant a draft report which summarizes the results of the review conducted by the review team. Within 30 days after receipt of the draft report by the applicant, the applicant may file a reply to the draft report with the Superintendent of Public Instruction for transmittal to the Board and the review team which describes the resolution of any deficiencies in the application that were addressed in the draft report. If the applicant files a reply, the review team shall consider the reply in deciding whether to recommend approval of the course of study and training.

7. Within 60 days after the visit, the review team shall decide whether to recommend approval of the course of study and training and shall submit a final report to the Superintendent of Public Instruction for transmittal to the Board. The final report must state whether the review team recommends approval of the course of study and training. Upon transmittal of the final report to the Board, the Superintendent of Public Instruction shall inform the applicant of the

recommendation of the review team. The review team shall recommend approval of the course of study and training if the applicant complies with the:

(a) Requirements of NAC 391.557;

(b) Standards developed by the Interstate New Teacher Assessment and Support Consortium, as set forth in the *Model Standards for Beginning Teacher Licensing and Development* adopted pursuant to NAC 391.556 and, as applicable, the standards developed by nationally recognized professional associations of educational personnel other than teachers; or

(c) Program standards approved by the National Council for Accreditation of Teacher Education, if applicable.

8. Upon receipt of the final report, the Board will grant approval of the course of study and training if the applicant complies with the:

(a) Requirements of NAC 391.557;

(b) Standards developed by the Interstate New Teacher Assessment and Support Consortium, as set forth in the *Model Standards for Beginning Teacher Licensing and Development* adopted pursuant to NAC 391.556 and, as applicable, the standards developed by nationally recognized professional associations of educational personnel other than teachers; or

(c) Program standards approved by the National Council for Accreditation of Teacher Education, if applicable.

↪ If the Board denies approval, the applicant may appear before the Board, and is entitled to a hearing and judicial review pursuant to subsection 5 of NRS 391.038.

9. In addition to the standards of approval set forth in subsections 7 and 8, the review team shall recommend approval, and the Board will approve, a course of study and training for the education of teachers and other educational personnel for teaching in the secondary grades if:

(a) Enrollment in the course of study and training is restricted to persons who hold a bachelor's degree in a field recognized by the Commission pursuant to NAC 391.1301; and

(b) The course of study and training includes course work described in subsection 3 of NAC 391.120.

10. Except as otherwise provided in subsection 11, approval of a course of study and training pursuant to this section is valid for ~~5~~ 7 years. During the ~~5-year~~ 7-year period of approval, the institution shall, *within 90 days*, notify the Superintendent of Public Instruction of any changes in the information that it provided in its application pursuant to subsection 1 of NAC 391.557, except for a change in the information required by paragraph (e) of that subsection. Upon expiration of each ~~5-year~~ 7-year period of approval, or during a regularly scheduled review of the institution by the National Council of Accreditation of Teacher Education, the Superintendent of Public Instruction may recommend to the Board that approval of the course of study and training be renewed for an additional ~~5~~ 7 years.

11. The Board may require a review of a course of study and training before the expiration of the ~~5-year~~ 7-year period of approval if:

(a) During 1 year, 10 or more students who are enrolled in the course of study and training take specialty or pedagogy competency tests, or both, that are required by this State and the percentage of those students who pass the tests is:

(1) Before January 1, 2004, less than 90 percent; and

(2) On or after January 1, 2004, less than 95 percent;

(b) Pursuant to the information collected by the Department pursuant to subsection 12, the percentage of probationary licensed educational personnel employed by school districts in this

State who completed the course of study and training and who are terminated from employment or who are not reemployed:

- (1) Before January 1, 2004, is 10 percent or greater for 1 year; and
- (2) On or after January 1, 2004, is 5 percent or greater for 1 year; or
- (c) The Board requests a review.

↪ Based upon a review conducted pursuant to this subsection, the Board may renew the approval of a course of study and training or revoke the approval of a course of study and training.

12. On or before July 1 of each year, each school district in this State shall report to the Department ~~the~~:

~~—(a) Number~~ :

(a) The number of probationary licensed educational personnel that the school district terminated from employment or did not reemploy for another school year; and

(b) For each licensee who is reported pursuant to paragraph (a), the:

- (1) Subject area taught by the licensee, if applicable;
- (2) Educational institution that the licensee attended;
- (3) Course of study and training completed by the licensee; and
- (4) Reason that the school district terminated the licensee from employment or did not reemploy the licensee.

↪ Each school district shall report the information required by this subsection without disclosing the identity of an individual licensee or otherwise violating the confidentiality of a licensee.

13. The applicant shall pay to the Board a fee equal to:

(a) The expenses incurred on behalf of the review team for preparation of the documentation required by this section; and

(b) The travel expenses and per diem allowances to which the review team is entitled which are related to the visit of the site of instruction.

Sec. 3. The 7-year period of approval for a course of study and training for the education of teachers and other educational personnel provided in section 2 of this regulation applies to all courses of study and training approved pursuant to NAC 391.558 after January 1, 2003.

**NOTICE OF ADOPTION OF PROPOSED REGULATION
LCB File No. R097-04**

The **State Board of Education** adopted regulations assigned LCB File No. R097-04 which pertain to chapter 391 of the Nevada Administrative Code on June 19, 2004.

Notice date: 4/22/2004 and 5/17/2004
Hearing date: 5/8/2004 and 6/19/2004

Date of adoption by agency: 6/19/2004
Filing date: 8/25/2004

INFORMATIONAL STATEMENT

1. A description of how public comment was solicited, a summary of public response, and explanation how other interested persons may obtain a copy of the summary.

Notice of Workshop to Solicit Comments on Proposed Regulations was sent to approximately one-hundred individuals and educational organizations. The workshop was conducted by the Nevada State Board of Education on May 8, 2004. No comments from the public were received.

The Notice of Intent to Act Upon a Regulation for public hearing for Board adoption of LCB File R097-04, NAC 391, Appointment of Review Team; Duties of Review Team; Provisional Approval of Course; Final Approval by Board and Renewal of Approval; Report by School District; Payment of Expenses, was sent to approximately one-hundred individuals and educational organizations. A one-time only public hearing was conducted by the Nevada State Board of Education on June 19, 2004 to provide the opportunity for comments by affected parties and the public. There were comments from the public. The Board adopted the permanent language without change.

2. The Number of Persons Who:

- a) **Attended Each Hearing:** Workshop: 11 Hearing: 14
b) **Testified at Each Hearing:** Workshop: 0 Hearing: 0
and,
c) **Submitted Written Statements:** Workshop: 0 Hearing: 0

Copies of written comments can be obtained by calling LaDonna Byrd-Hicks, Assistant to the Board, at the Department of Education (775) 687-9225, or by writing to the Department of Education at 700 East Fifth Street, Carson City, Nevada 89701-5096.

3. A description of how comment was solicited from affected businesses, a summary of the response and an explanation how other interested parties may obtain a copy of the summary.

Comment was solicited through the workshop notice of April 22, 2004 and public hearing notice of May 17, 2004. No comments from the public were received at the workshop or public hearing

A copy of the summary and/or minutes of the public hearing may be obtained by calling LaDonna Byrd, Assistant to the Board, at the Department of Education (775) 687-9225, or by writing to the Department of Education at 700 East Fifth Street, Carson City, Nevada 89701-5096.

- 4. If the regulation was adopted with or without change to any part of the proposed regulation, a summary of the reasons for adopting.**

The regulation language in LCB File R 097-04 was adopted by the Nevada State Board of Education at the public hearing held June 19, 2004, without revision.

- 5. The estimated economic effect of the adopted regulation on the business which it is to regulate and on the public.**

There is no economic effect on the business which is regulated. There is no estimated economic effect on the public, either adversely or beneficially, nor immediate or long term.

- 6. The estimated cost to the agency for enforcement of the adopted regulation.**

There is no additional cost to the agency for enforcement of this regulation.

- 7. A description of any regulations of other state or government agencies which the proposed regulation overlaps or duplicates and a statement explaining why the duplication or overlapping is necessary. If the regulation overlaps or duplicates a federal regulation, the name of the regulating federal agency.**

No other state or government agency regulations will be overlapped or duplicated by the above noted regulations. There is no duplication or overlap of federal regulations.

- 8. If the regulation includes provisions which are more stringent than a federal regulation which regulates the same activity, a summary of such provisions.**

There are none.

- 9. If the regulation provides a new fee or increases an existing fee, the total annual amount the agency expects to collect and the manner in which the money will be used.**

This regulation does not provide or involve a new fee.