

**PROPOSED REGULATION OF THE COMMISSION ON  
PROFESSIONAL STANDARDS IN EDUCATION**

**LCB File No. R017-11**

August 29, 2011

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

AUTHORITY: §§1 and 2, NRS 391.019.

A REGULATION relating to educational personnel; prescribing the qualifications to serve as a substitute teacher in kindergarten through grade 12; revising provisions governing the requirements for an endorsement as a substitute teacher in kindergarten through grade 12; and providing other matters properly relating thereto.

**Section 1.** NAC 391.332 is hereby amended to read as follows:

391.332 1. *Except as otherwise provided in NAC 391.330 and 391.436, to serve as a substitute teacher in kindergarten through grade 12, a person must hold a valid:*

*(a) Elementary or secondary license, a license to teach special education, or a license to teach middle school or junior high school education; or*

*(b) Special license or provisional special license with an endorsement as a substitute teacher in kindergarten through grade 12 issued pursuant to subsection 2.*

2. To receive an endorsement as a substitute teacher in kindergarten through grade 12 ~~[i]~~ *on a special license or a provisional special license*, a person must:

(a) Have completed at least ~~[62]~~ *60* semester hours of credit from an accredited college or university ; ~~[-, including at least 6 semester hours of credit in professional education;]~~ or

(b) Possess ~~[a baccalaureate]~~ *an associate's degree* or higher degree from an accredited college or university.

~~[2.]~~ 3. A school district may hire a person ~~[who has an endorsement]~~ *to serve* as a substitute teacher in kindergarten through grade 12 for:

(a) Unlimited days of service if filling the position of a licensed teacher who is under contract.

(b) Except as otherwise provided in subsection ~~[3.]~~ 4, 60 days of service if filling a teaching position for which a licensed teacher has not been hired under contract.

~~[3.]~~ 4. The Department may grant a school district one extension for 30 days with regard to a person who is hired pursuant to paragraph (b) of subsection ~~[2.]~~ 3 in an exceptional case upon request from the superintendent of schools of the county school district or from the administrator of a state-approved private school. Upon the expiration of such an extension, a school district may apply for an additional extension pursuant to NAC 391.398 if the school district is unable to hire a licensed special education teacher.

*5. A person who holds a provisional nonrenewable special license with an endorsement as a substitute teacher in kindergarten through grade 12 must remove all provisions under which the license was issued within 3 years. If a person does not remove all provisions under which the license was issued within 3 years, the endorsement as a substitute teacher in kindergarten through grade 12 expires on the date the provisional special license expires.*

*6. The Department shall not issue any other endorsements on a special license or a provisional nonrenewable special license with an endorsement as a substitute teacher in kindergarten through grade 12.*

*7. To renew an endorsement as a substitute teacher in kindergarten through grade 12, the holder must:*

*(a) Hold a valid nonprovisional special license; and*

*(b) Complete six credits, or the equivalent, within 5 years after the initial issuance of the endorsement by:*

*(1) Attending a course at, or taking a correspondence course given by, an accredited college or university;*

*(2) Attending any state or national conference which has been approved by the Department to offer credit for continuing education;*

*(3) Attending an in-service course offered by the Department or a continuing education course offered by a provider who is approved by the Commission;*

*(4) Attending a workshop approved by the Department; or*

*(5) Attending professional development activities approved by the Department.*

**Sec. 2.** NAC 391.398 is hereby amended to read as follows:

391.398 1. If a school district is unable to hire a licensed special education teacher at the expiration of an extension granted pursuant to subsection ~~3~~ 4 of NAC 391.332, it may apply to the Department for an additional extension for the remainder of the school year. The application must be in writing and include:

(a) Evidence that the school district has advertised a position for a licensed special education teacher;

(b) Evidence that the school district was unable to hire a licensed special education teacher;

(c) Evidence that the school district was unable to hire a person who holds an elementary or secondary license, or a license to teach middle school or junior high school education, to fill the position of a special education teacher;

(d) If a substitute teacher was hired rather than an applicant who holds an elementary or secondary license, or a license to teach middle school or junior high school education, the rationale for such a hiring; and

(e) An assurance that the school district will continue its efforts to hire a licensed special education teacher for the remainder of the school year.

2. The Department shall report the application for an additional extension and the disposition of the application to the Commission at the next meeting of the Commission for which notice of the report may be given pursuant to subsection 2 of NRS 241.020.