

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

**LCB File No. R107-18**

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; revising the requirements to obtain an endorsement as a substitute teacher of business and industry; and providing other matters properly relating thereto.

**Legislative Counsel’s Digest:**

Existing law requires the Commission on Professional Standards in Education to adopt regulations identifying fields of specialization in teaching which require the specialized training of teachers. Existing law also requires the Commission to adopt regulations requiring teachers to obtain an endorsement in a field of specialization to be eligible to teach in that field of specialization. (NRS 391.019) **Section 2** of this regulation revises the qualifications required to receive an endorsement as a substitute teacher of business and industry. **Section 1** of this regulation makes a conforming change.

**Section 1.** NAC 391.036 is hereby amended to read as follows:

391.036 1. Except as otherwise provided in this section, paragraph (h) of subsection 1 of NRS 391.019, NAC 391.0545, subsection 2 of NAC 391.0585, paragraph (b) of subsection 3 of NAC 391.233, paragraph (b) of subsection 6 of NAC 391.330, subsection 5 of NAC 391.363, paragraph (b) of subsection 4 of NAC 391.425 and subsection ~~7~~ 6 of NAC 391.436, an applicant who applies for an initial license must pass a competency test that has been approved by the Commission, at the level of competence specified by the Commission, in:

- (a) Basic reading, writing and mathematics;

- (b) The principles and methods of teaching; and
- (c) The subject matter of the initial area of endorsement on the license or the area of endorsement necessary for the applicant's area of assignment.

2. The Superintendent of Public Instruction may exempt an applicant from any of the tests required by subsection 1 if the applicant:

- (a) Submits to the Department evidence that he or she:
  - (1) Has retired from teaching in this State;
  - (2) Held a special license, a license to teach elementary or secondary education, a license to teach special education, or a license to teach middle school or junior high school education, which:

- (I) Has expired within the 3 years immediately preceding the date on which his or her application was submitted;

- (II) Was free from any conditions that the applicant pass a competency test; and

- (III) Authorized the applicant to teach in the same grade level and subject area for which he or she is applying to receive an initial license;

- (3) Was required, for the issuance of the applicant's expired license, to complete courses of study and experience which are substantially equivalent to the courses of study and experience required for the issuance of an initial license; and

- (4) Otherwise satisfies the requirements for the issuance of an initial license;

- (b) Submits to the Department evidence that the applicant has passed, as part of a teacher education program approved by a state and offered through a regionally accredited college or

university, competency examinations equivalent to those required of the applicant by subsection 1; or

(c) Submits to the Department evidence that the applicant holds a license to teach issued by another state which is not a provisional license, and the Commission determines that the examinations required for licensure in that state are comparable to the competency tests required by subsection 1.

3. An applicant is exempt from the requirement to pass a competency test in basic reading, writing and mathematics if the applicant submits to the Department:

(a) Official documentation which indicates that he or she passed, at the level of competency specified by the Commission:

(1) The “Pre-Professional Skills Tests” in reading, mathematics and writing, prepared and administered by the Educational Testing Service; or

(2) The “California Basic Educational Skills Test,” prepared and administered by the California Commission on Teacher Credentialing;

(b) Evidence that the applicant has received a master’s or more advanced degree from a regionally accredited college or university, the receipt of which required the passage of the “Graduate Record Examinations,” prepared and administered by the Educational Testing Service, or its equivalent;

(c) An official transcript which indicates that the applicant achieved at least a 3.0 grade-point average in his or her undergraduate studies and evidence that he or she has taken the “Graduate Record Examinations,” prepared and administered by the Educational Testing Service, and received a score of:

- (1) At least 420 on the verbal portion of the examination;
  - (2) At least 460 on the quantitative portion of the examination; and
  - (3) At least 430 on the analytical portion of the examination or at least 3.5 on the analytical writing portion of the examination, as applicable; or
- (d) Evidence that:
- (1) The applicant did not pass, at the level of competency specified by the Commission, the “Pre-Professional Skills Tests” in reading, mathematics and writing, prepared and administered by the Educational Testing Service; and
  - (2) After not passing the test described in subparagraph (1), the applicant began and completed, with a grade of B or better, a course of study in a subject area approved by the Commission or the Director of Licensure for the Department.
4. An applicant is exempt from the requirement to pass a competency test in the principles and methods of teaching if he or she:
- (a) Submits to the Department official documentation which indicates that the applicant passed, at the level of competency specified by the Commission, the “Professional Knowledge Test,” prepared and administered by the Educational Testing Service;
  - (b) Is applying for a license with an endorsement in an area for which training in the principles and methods of teaching is not required; or
  - (c) Is applying for an elementary endorsement and submits to the Department evidence that the applicant passed, at the level of competency specified by the Commission, the “Elementary Education: Curriculum, Instruction, and Assessment Test” and the “Elementary Education:

Content Area Exercises Test,” both prepared and administered by the Educational Testing Service.

5. An applicant is exempt from the requirement to pass a competency test in the subject matter of endorsement if he or she:

(a) Submits to the Department official documentation which indicates that the applicant previously passed, at the level of competency specified by the Commission, the competency test in that subject matter;

(b) Is applying for an initial license with an endorsement in an area for which no competency tests have been approved by the Commission;

(c) Is applying for an endorsement to teach pupils who have speech and language impairments and submits to the Department official documentation which indicates that he or she has received a certificate of clinical competence from the American Speech-Language-Hearing Association; or

(d) Is applying for an endorsement in family and consumer sciences and submits to the Department official documentation which indicates that the applicant satisfactorily completed the “National Family and Consumer Sciences Certification Examination,” prepared and administered by the American Association of Family and Consumer Sciences.

6. If a competency test in a subject matter has been reviewed by the Commission for less than 1 year but is not yet approved, an applicant must take the test, but is not required to pass the test at a level of competence specified by the Commission.

7. An applicant who fails to comply with the provisions of this section may not apply for a renewable license.

8. The tests required by subsection 1 will be administered three times each year at locations and times established by the Commission.

**Sec. 2.** NAC 391.436 is hereby amended to read as follows:

391.436 1. The Superintendent of Public Instruction shall issue to a qualified applicant an endorsement as a substitute teacher of business and industry for a specific ~~{program}~~ *course of study* included in a *program area for a program of* career and technical education group ~~{identified in NAC 391.420.}~~ *set forth in NAC 389.803.*

2. To receive an endorsement as a substitute teacher of business and industry ~~{}~~ *pursuant to subsection 1*, the applicant must:

(a) Have earned a high school diploma or its equivalent;

(b) ~~{Have been employed for at least 3}~~ *Provide to the Department proof acceptable to the*

*Department that the applicant has:*

*(1) Two years ~~{}~~ of full-time employment, after ~~{6}~~ 18 years of age, in a position which relates to the ~~{program}~~ course of study for which he or she is applying for the endorsement;*

~~{and}~~ *or*

*(2) An aggregate total of 4,000 hours of employment, after 18 years of age, in a position which relates to the course of study for which he or she is applying for the endorsement; and*

(c) ~~{Submit written verification of the employment required by paragraph (b) in the format required by the Department.}~~ *Hold the appropriate license if one is required by law for*

*employment in an occupation which the person desires to teach.*

3. ~~{One of the 3 years of work experience required by paragraph (b) of subsection 2 may be fulfilled by the completion of courses or training in an area of career and technical education which relates to the desired endorsement at the rate of 1 year of full-time employment to:~~

~~—(a) Sixteen semester hours of credit from an accredited or licensed postsecondary institution;~~

~~—(b) Two hundred and fifty hours of training from an accredited or licensed postsecondary institution;~~

~~—(c) Two thousand hours of part-time employment; or~~

~~—(d) One thousand hours of employment, which is preplanned. A training agreement between industry and the appropriate sponsor must be on file with, supervised by and approved by an accredited postsecondary institution or the Department.~~

~~—4.} A person who desires to renew for the first time an endorsement issued pursuant to this section must provide proof that he or she has completed 3 semester hours of credit from an accredited postsecondary institution, *or an equivalent number of hours of professional development*, in a course *or program of professional development* that is approved by the Department and that involves ~~{career and technical education}~~ teaching methodology ~~{~~~~

~~—5.} *for career and technical education or secondary education.*~~

4. A school district may hire a person who has an endorsement as a substitute teacher of business and industry 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 ~~{6.} 5~~, 60 days of service if filling a teaching position for which a licensed teacher has not been hired under contract.

~~{6.}~~ 5. 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 ~~{5.}~~ 4 in an exceptional case upon request from the superintendent of schools of the school district.

~~{7.}~~ 6. An endorsement issued pursuant to this section is not subject to the provisions of NAC 391.030 , ~~{and}~~ 391.036 ~~{.}~~ *and 391.065.*