

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

**LCB File No. R219-97**

Effective April 17, 1998

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

AUTHORITY: §§ 1-3, NRS 391.019.

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

391.332 1. [A person with a special license may apply to the superintendent of public instruction for] *To receive* an endorsement as a substitute teacher [if the applicant has completed] *in kindergarten through grade 12, a person must:*

(a) *Have completed* at least 62 semester hours of credit from an accredited college or university, including at least 6 semester hours of credit in professional education [ *Provisional licensing is not authorized.*

2. An endorsement as a substitute teacher pursuant to subsection 1 may be issued in the following fields of specialization:

- (a) Art.
- (b) Music.
- (c) Physical education.
- (d) Industrial arts.
- (e) Reading.

(f) Computer education, including computer literacy, computer programming, computer science and computer applications.

(g) Library science.

(h) Library specialist.

(i) Professional librarian.

(j) Drivers' education, excluding instruction in an automobile.

(k) Special education.

(l) Business and industry, including an endorsement for a specific program as set forth in NAC 391.420.

3. Except as otherwise provided in subsection 4, a] ; or

(b) Possess a baccalaureate or higher degree from an accredited college or university.

2. A school district may hire a person [with a special license] who has an endorsement 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) [Sixty] *Except as otherwise provided in subsection 3, 60* days of service if filling a teaching position for which a licensed teacher has not been hired under contract.

[4.] 3. The department may grant a school district [an] *one* extension *for 30 days* with regard to a person who is hired pursuant to paragraph (b) of subsection [3 if the person holds an endorsement in:

(a) Special education:

(1) In] 2 *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.

[(2) Pursuant to NAC 391.398.

(b) Any other field of specialization, for 30 days 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.*

**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 [subparagraph (1) of paragraph (a) of subsection 4] *subsection 3* 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 licensed elementary or secondary teacher to fill the position of a special education teacher;

(d) If a substitute [special education] teacher was hired rather than an applicant who holds an elementary or secondary license, 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.

**Sec. 3.** NAC 391.110, 391.140 and 391.451 are hereby repealed.

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**TEXT OF REPEALED SECTIONS**

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**391.110 Substitute elementary teacher: Qualifications for endorsement; limitations on hiring.**

1. To receive an endorsement as a substitute elementary teacher, a person must complete at least 62 semester hours of credit from an accredited college or university, including at least 6 semester hours of credit in elementary education.

2. A school district may hire a substitute elementary teacher for:

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

(b) Not more than 60 days of service if filling a teaching position for which a licensed teacher has not been hired under contract, except that the department may grant the school district one extension for 30 days in an exceptional case upon request from the superintendent of schools of the county school district or from the administrator of the state-approved private school.

3. If a person has not complied with the requirements of NAC 391.030 and 391.036 at the time he applies for an endorsement as a substitute elementary teacher, the superintendent of

public instruction may only issue a provisional endorsement to the person. The provisional endorsement is not renewable.

**391.140 Endorsement as substitute secondary teacher: Qualifications; limitations on hiring of holder.**

1. To receive an endorsement as a substitute secondary teacher, a person must:

(a) Complete at least 62 semester hours of credit from an accredited college or university, including at least six semester credits in secondary education; or

(b) Comply with the requirements for a business and industry endorsement.

2. A school district may hire a substitute secondary teacher for:

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

(b) Not more than 60 days of service if filling a teaching position for which a licensed teacher has not been hired under contract, except that the department may grant the school district one extension for 30 days in an exceptional case upon request from the superintendent of schools of the county school district or the administrator of a state-approved private school.

3. If a person has not complied with the requirements of NAC 391.030 and paragraph (a) of subsection 1 of NAC 391.036 at the time he applies for an endorsement as a substitute secondary teacher, the superintendent of public instruction may only issue a provisional endorsement to the person. The provisional endorsement is not renewable.

**391.451 Endorsement as substitute teacher of occupational education: Issuance; qualifications; authorized activities of holder; renewal.**

1. The superintendent of public instruction shall issue to a qualified applicant an endorsement as a substitute teacher of occupational education.

2. To receive an endorsement as a substitute teacher of occupational education, the applicant must:
- (a) Have completed at least 62 semester hours of credit from an accredited college or university in the area of occupational education;
  - (b) Meet the requirements for a business and industry endorsement; or
  - (c) Meet the requirements for an endorsement as a substitute secondary teacher.
3. A person who holds an endorsement as a substitute teacher of occupational education may provide instruction, on a temporary basis, in all occupational education groups, to pupils who have been admitted to kindergarten or a higher class.
4. A person who holds an endorsement as a substitute teacher of occupational education may renew his endorsement by submitting an application and the appropriate fee to the department.