

Joe Lombardo
Governor

Dr. Victor Wakefield
Superintendent of
Public Instruction



Southern Nevada Office
2080 E Flamingo Road, Suite 210
Las Vegas, Nevada 89119-0811
Phone: (702) 486-6458
Fax: (702) 486-6450

STATE OF NEVADA
DEPARTMENT OF EDUCATION
700 E Fifth Street | Carson City, Nevada 89701-5096
Phone: (775) 687-9200 | www.doe.nv.gov | Fax: (775) 687-1116

Notice of Workshop to Solicit Comments on Proposed Regulation

The Commission on Professional Standards in Education is proposing regulation language pertaining to the Nevada Administrative Code (NAC). The Workshop has been scheduled for **Wednesday, November 19, 2025**, via [Livestream Link](#) and at the following locations: **Old Assembly Room, Nevada State Capital, 101 N. Carson Street, Carson City, NV 89701** and **Nevada Department of Education, 2080 East Flamingo Road, Suite 114, Las Vegas, NV 89119**. The purpose of the Workshop is to solicit comments from interested persons on the following general topics to be addressed in a proposed regulation:

9:01 A.M. Workshop to Solicit Comments on Proposed Amendments to NAC Chapter 391.XXX, 391.170 – License or Endorsement as a professional administrator of school; endorsement as a professional administrator of program, and NAC 391.171 – Conditional endorsement as a professional administrator of school: Qualifications; authorized employment; term of validity; automatic invalidity; reinstatement; requirements to apply for unconditional endorsement. The Commission will consider a regulation to comply with Senate Bill 81 creating a pathway for already licensed educators to obtain a school or program administrator endorsement. The Commission may approve or not approve moving this item to a Public Hearing.

A copy of all materials relating to the proposal may be obtained at the workshop, on the [Meeting Materials page](#), by contacting the Nevada Department of Education, via email at geraldine.mendiola@doe.nv.gov, by telephone at 702-668-4317, or in person at the **Old Assembly Room, Nevada State Capital, 101 N. Carson Street, Carson City, NV 89701** and **Nevada Department of Education, 2080 East Flamingo Road, Suite 114, Las Vegas, NV 89119**. Persons wishing to comment upon the proposed action of the Department of Education may provide in-person testimony, submit written comment to the Department via email at COPS@doe.nv.gov or submit their comments, data, views, or arguments in written form to the **Nevada Department of Education Offices, 700 East Fifth Street, Silver Ore Conference Room, Carson City** and **2080 East Flamingo Road, Room 114, Las Vegas, Nevada**. Comments may be submitted via email leading up to and for the duration of the workshop, and those submitted via mail must be received by the Department on or before **Friday, November 14, 2025**.

This notice has been sent to all persons on the agencies mailing list for administrative regulations and the Department of Education and posted on the Nevada Department of Education's website at <https://doe.nv.gov>, Nevada's Public Notice site at <https://notice.nv.gov>, the Nevada State Legislature's webpage at <https://www.leg.state.nv.us/App/Notice/A/>, and physically at the Nevada Department of Education Offices and with Nevada State Library and Archives. Copies of this notice will also be emailed and/or mailed to members of the public upon request.

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SMALL BUSINESS IMPACT STATEMENT
PURSUANT TO NRS 233B.0608

DATE: November 4, 2025

RE: Workshop to Solicit Comments on Proposed Amendments to NAC Chapter 391.XXX, 391.170 – a regulation relating to License or Endorsement as a professional administrator of school; endorsement as a professional administrator of program, and NAC 391.171 – Conditional endorsement as a professional administrator of school: Qualifications; authorized employment; term of validity; automatic invalidity; reinstatement; requirements to apply for unconditional endorsement.

I, Victor Wakefield, being the duly appointed Superintendent of Public Instruction of the Nevada Department of Education, do hereby certify, to the best of my knowledge or belief:

1. The proposed regulation is not likely to (a) impose a direct or significant economic burden upon a small business, or (b) directly restrict the formation, operation, or expansion of a small business.
2. A concerted effort was made to determine any economic burden.
3. All relevant materials were reviewed, and the Department considered its history with implementing similar regulations; the proposed changes are within the scope of the Department's activities and present no significant cost of enforcement.
4. Comments have not been solicited from small businesses, and no summary of their response is provided, because small businesses are not impacted by this regulation and thus no burden or adverse economic impact can be assessed.

I hereby further certify that, to the best of my knowledge or belief, a concerted effort was made to determine the impact of the regulation on small businesses and that the information contained in this statement was prepared properly and is accurate.

Respectfully submitted,

A handwritten signature in blue ink, appearing to be "V. Wakefield".

Dr. Victor Wakefield
Superintendent of Public Instruction

To comply with Senate Bill 81, the intent of these regulations is to eliminate the Alternative Route to Licensure for school and program administrators and to create interim route to certification (IRC) endorsements for an administrator of a school and an administrator of a program. The employment opportunities for a professional administrator of a school or professional administrator of a program IRC endorsement holder are unrestricted. Additional language was added regarding reinstatement of an IRC endorsement limiting the time frame, provider options, and number of reinstatement times to once.

NAC 391.170 License or endorsement as professional administrator of school; endorsement as professional administrator of program. ([NRS 385.080](#), [391.019](#), [391.032](#))

1. Except as otherwise provided in [NAC 391.171](#), to receive a license or endorsement as a professional administrator of a school, an applicant:

(a) Must:

(1) Hold a master's degree or higher in educational administration *of PreK-12 grades* from a regionally accredited college or university; and

(2) ~~Submit to the Department evidence of~~ *Have completed at least* 5 years of *full-time classroom* teaching experience as a licensed teacher in a program of early childhood education, kindergarten or grades 1 through 12; or

(b) Must:

(1) Hold a master's degree or higher from a regionally accredited college or university;

(2) Submit to the Department evidence of *at least* 5 years of *full-time classroom* teaching experience as a licensed teacher in a program of early childhood education, kindergarten or grades 1 through 12; and

(3) Have completed at least 36 semester hours of graduate courses in the administration of a *PreK-12* school, which must include course work in:

(I) Administration and organization of a school;

(II) Supervision and evaluation of instruction;

(III) Development of personnel;

(IV) Finances of a school;

(V) The laws that apply to schools;

(VI) Curriculum;

(VII) Research; and

(VIII) Internship or field experience.

2. *Except as otherwise provided for in NAC 391.XXX*, To receive an endorsement as a professional administrator of a program, an applicant must:

(a) Hold a master's degree or higher from a regionally accredited college or university;

(b) Hold a valid special license in the program *area in NAC 391.160(3)* for which an endorsement is requested;

(c) Have ~~and submit to the Department evidence~~ *completed at least* of 5 years of *full-time* experience as a licensed employee in a program *area for which the applicant holds a valid renewable license* ~~of early childhood education, kindergarten or grades 1 through 12~~; and

(d) Have completed at least 27 semester hours in courses of study in administration, which must include course work in:

(1) Administration and organization of a school or the role of an administrator of a program in the applicant's area of endorsement;

(2) General principles of supervision of personnel or supervision of personnel for a program in the applicant's area of endorsement;

(3) Finances of a school or finances of a program in the applicant's area of endorsement;

(4) The laws that apply to schools; and

(5) The evaluation and development of personnel for a school or the evaluation and development of personnel for a program in the applicant's area of endorsement.

[Bd. of Education, Certification Reg. § 391.190, eff. 10-23-81]—(NAC A 12-15-86; A by Comm'n on Prof. Standards in Education, 11-4-91; 7-7-94; 3-28-96, eff. 4-1-97; R021-01, 10-22-2001, eff. 7-1-2002; R005-05, 10-31-2005; R007-10, 5-7-2010; R047-10, 6-30-2010; R115-11, 10-4-2013; R052-17 & R080-17, 6-26-2018)

NAC 391.171 ~~Conditional~~ *Interim* endorsement as professional administrator of school: Qualifications; authorized employment; term of validity; automatic invalidity; reinstatement; requirements to apply for ~~unconditional~~ *renewable* endorsement. ([NRS 391.019](#), [391.032](#))

1. The Superintendent of Public Instruction shall issue an *interim conditional* endorsement as a professional administrator of a school to a person who submits an application which is accompanied by proof satisfactory to the Superintendent of Public Instruction that the applicant:

(a) Has been accepted for enrollment in an approved program for an *alternative interim* route to *certification that is approved by the Commission*; ~~licensure:~~

~~——(1) By a qualified provider that is a regionally accredited institution able to confer a master's degree; and is employed by a school district or charter school in a county or city other than Clark County, Washoe County or Carson City; or~~

~~——(2) By any qualified provider and holds a master's degree from a postsecondary institution that is regionally accredited;~~

(b) Holds a valid renewable elementary, secondary or special license, a valid license to teach special education, a valid license to teach middle school or junior high school education or a valid renewable license to teach pupils in a program of early childhood education, *or a valid renewable Business and Industry License*;

(c) Has completed at least 5 years of *full-time classroom* teaching experience *as a licensed teacher* in *the grade level or subject area for which the applicant holds a*

valid renewable license to teach ~~early childhood education, kindergarten or grades 1 through 12 in schools approved by the State; and~~

(d) Has a bachelor's degree or more advanced degree; and

~~(d)~~ *(e)* Complies with the instructional and training policies and procedures of the ~~qualified~~ provider *of the program for an interim route to certification* relating to professional education administration.

(f) Has paid the fee required by NAC 391.045 for an additional endorsement.

2. *An interim conditional* endorsement as a professional administrator of a school issued pursuant to this section:

(a) Authorizes the holder of the *interim conditional* endorsement to be employed as an administrator in a school district, a charter school or a private school;

(b) Becomes valid on the date on which the holder of the *interim conditional* endorsement satisfies all the requirements of subsection 1;

(c) Except as otherwise provided in subsection 3, is valid for not more than 3 years; and

(d) Is not renewable.

3. If the holder of ~~a~~ *an interim conditional* endorsement issued pursuant to this section withdraws from or is no longer enrolled in a program for an ~~alternative route to licensure~~ *interim route to certification*, the qualified provider of the program in which the holder was enrolled must, not later than 15 days after the holder withdraws or otherwise ceases to be enrolled, notify the ~~Teacher Educator~~ Licensure Office of the Department of the name and license number of the holder, the date on which the holder withdrew or otherwise ceased to be enrolled and the reason that the holder withdrew or ceased to be enrolled. The ~~conditional~~ *interim* endorsement automatically becomes invalid immediately upon the receipt of such notification by the ~~Educator Teacher~~ Licensure Office.

4. The holder of ~~a~~ *an interim conditional* endorsement as a professional administrator that has become invalid pursuant to subsection 3 may apply to the Department for the reinstatement of ~~his or her~~ *the* endorsement *within 1 year of the issuance of the interim* ~~before the expiration of the~~ endorsement if *the holder* ~~he or she~~:

~~—(a) Has not previously applied for the reinstatement of the endorsement after the date on which the endorsement became invalid;~~

~~(b)~~ *(a)* Is accepted by another program *provider* for an ~~alternative~~ *interim* route to ~~certification licensure~~ offered by a qualified provider; and

~~(c)~~ *(b)* Pays the fee required by *NAC 391.045 for an additional endorsement.*

→ An interim endorsement may be reinstated pursuant to this subsection only once.

5. A person who is issued an *interim conditional* endorsement as a professional administrator pursuant to this section may apply for ~~an unconditional~~ *a renewable*

endorsement as a professional administrator *after the completion of at least 2 full school years* if the applicant:

- (a) Successfully completes the education and training required by the qualified provider for the program for an *alternative interim* route to licensure, including, without limitation, the supervised, school-based experience provided by the qualified provider; *and*
- (b) *Received at least one evaluation rating designating the overall performance of the licensee as highly effective or effective during each school year;*
- (c) Pays the appropriate fee *in NAC 391.045 for an additional endorsement; and*
- (d) *meets the requirements of NAC 391.170 section 1; except*
- (e) *The internship or field experience requirement in section 1, b, 3, VIII is waived for this Interim Route to Certification pathway. The candidate will still need to meet all other requirements including 36 hours of coursework.*

NAC 391.XXX Interim endorsement as professional administrator of a program: Qualifications; authorized employment; term of validity; automatic invalidity; reinstatement; requirements to apply for initial standard endorsement. (NRS 391.019, 391.032)

1. The Superintendent of Public Instruction may issue an interim endorsement as a professional administrator of a program to a person who submits an application which is accompanied by proof satisfactory to the Superintendent of Public Instruction that the applicant:

- (a) *Has been accepted for enrollment in an approved program for an interim route to certification that is approved by the Commission;*
- (b) *Holds a valid renewable special license in the program area for which an endorsement is requested;*
- (c) *Have completed at least 5 years of full-time experience as a licensed employee in a program area in NAC 391.160(3) for which the applicant holds a valid renewable license;*
- (d) *Has a bachelor's degree or more advanced degree; and*
- (e) *Complies with the instructional and training policies and procedures of the provider of the program for an interim route to certification relating to professional education administration.*
- (f) *Pays the fee required by NAC 391.045 for an additional endorsement.*

2. An interim endorsement as a professional administrator of a program issued pursuant to this section:

- (a) *Authorizes the holder of the interim endorsement to be employed as an administrator in a school district, charter school, or private school;*
- (b) *Becomes valid on the date on which the holder of the interim endorsement satisfies all the requirements of subsection 1;*

(c) Except as otherwise provided in subsection 3, is valid for not more than 3 years; and

(d) Is not renewable.

3. If the holder of an interim endorsement issued pursuant to this section withdraws from or is no longer enrolled in a program, the qualified provider of the program in which the holder was enrolled must, not later than 15 days after the holder withdraws or otherwise ceases to be enrolled, notify the Educator Licensure Office of the Department of the name and license number of the holder, the date on which the holder withdrew or otherwise ceased to be enrolled and the reason that the holder withdrew or ceased to be enrolled. The interim endorsement automatically becomes invalid immediately upon the receipt of such notification by the Educator Licensure Office.

4. The holder of an interim endorsement as a professional administrator of a program that has become invalid pursuant to subsection 3 may apply to the Department for the reinstatement of the endorsement within 1 year of the issuance of the interim endorsement if the holder:

(a) Is accepted by another program provider for an interim route to licensure offered by a qualified provider; and

(b) Pays the fee required by NAC 391.045 for an additional endorsement.

➔ An interim endorsement may be reinstated pursuant to this subsection only once.

5. A person who is issued an interim endorsement as a professional administrator of a program pursuant to this section may apply for a renewable endorsement as a professional administrator of a program after the completion of at least 2 full school years if the applicant:

(a) Successfully completes the education and training required by the qualified provider for the program for an interim route to licensure, including, without limitation, the supervised, school-based experience provided by the qualified provider;

(b) Received at least one evaluation rating designating the overall performance of the licensee as highly effective or effective during each school year;

(c) Pays the appropriate fee in NAC 391.045 for an additional endorsement; and

(d) meets the requirements of NAC 391.170 section 2.