

## **4022**

### **Certification and Endorsements**

All educators, including substitute teachers, must be duly certified by the Nebraska Department of Education in accordance with the Department's rules and the laws of Nebraska. They must file copies of their teaching certificates, including endorsements, with the superintendent of schools, and must promptly file any changes in certification or endorsements.

Certified employees are required to maintain all their endorsements, and may not permit any endorsement to lapse or remove it from their certificates. Any certificated employee working under a provisional endorsement must document regular progress and complete said endorsement as outlined in the Nebraska Department of Education, Rule 21.

The board or superintendent may require a certified employee to obtain a new endorsement when it is deemed necessary for the benefit of the school district and/or to comply with federal or state requirements.

Each administrator, including the Superintendent, principals, and supervisors or supervisor of any special subjects or subject in which persons directly supervise the work of other teachers shall hold either a Nebraska Administrative and Supervisory Certificate or a Nebraska Professional Administrative and Supervisory Certificate.

Adopted on: July 25, 2016

Revised on:

Reviewed on: October 28, 2024