

**Policy**

---

CERTIFICATION

The certification of teachers and other personnel in the public schools of New Jersey is a protective measure for the children, the community, and the staff members themselves. All personnel hired shall have proper certification as required by the state board of education. The Superintendent of Schools will take appropriate steps to avoid the employment of teachers with revoked or suspended certificates.

Validity of certification must be verified with the county office.

The Superintendent of Schools must receive valid evidence of proper certification or qualifications to pursue the alternative route to certification before presenting a candidate to the board.

Provisionally Certified Teachers

The board of education encourages the employment of provisionally certified teachers for service in their first and second years of employment. The building principal or other appropriately certified administrator shall observe and evaluate all provisionally certified teachers in the first year of employment in conformance with the schedule described in the administrative code.

Mentoring Novice Teachers

In order to enhance student achievement of the Core Curriculum Content Standards by enhancing the skills of inexperienced teachers, identifying exemplary teaching skills and practices necessary for excellent teaching and assist novice teachers in adjusting to the challenges of teaching, the board shall ensure the development of a mentoring plan for all novice teachers employed in the district.

The plan shall provide each novice teacher with in-person contact with a mentor teacher (who may be a retired teacher or administrator) who shall provide confidential support and guidance to the novice teacher. The plan shall be developed by the local Professional Development Committee, approved by the board, and aligned with the professional standards for teachers as set forth in administrative code. Included in the plan shall be criteria for selection and training of mentor teachers. Implementation of the district mentor plan shall be in compliance with the administrative code and included in the Quality Assurance Annual Report.

The board shall annually submit a report with required data to the State Department of Education on the effectiveness of the local mentoring plan. State funds appropriated for the novice teacher mentoring program shall be applied in accordance with law and code.

Special Education

All personnel serving students with disabilities shall be appropriately certified and licensed, where a license is required.

Adopted: 1994  
NJSBA Review/Update: November 2008  
Readopted: March 2009

Key Words

Certificates, Certification

CERTIFICATION (continued)

**Legal References:**

<u>N.J.S.A.</u> 18A:6-38	Powers and duties of the board; issuance and revocation of certificate; rules and regulations
<u>N.J.S.A.</u> 18A:6-39	Issuance of certificates to non-citizens
<u>N.J.S.A.</u> 18A:6-76.1	Deadlines for notification to students of requirements of provisional certificate and induction program; submission of induction program plan to school districts and Department of Education; coordination of mentor training program
<u>N.J.S.A.</u> 18A:26-1, -2, -8.1, -9	Citizenship of teachers, etc.
<u>N.J.S.A.</u> 18A:26-2.1 <u>et al.</u>	Supervisory certificate required for appointment as director of athletics
<u>N.J.S.A.</u> 18A:27-2	Employment without certificate prohibited
<u>N.J.S.A.</u> 18A:29-1	Uncertified teacher denied salary
<u>N.J.S.A.</u> 18A:40A-4	Pre-service training of future teachers; teaching certificate requirements
<u>N.J.A.C.</u> 6:30-2.1(a)8	Purpose and program descriptions (Adult education programs)
<u>N.J.A.C.</u> 6A:9-1.1 <u>et seq.</u>	Professional Licensure and Standards
<u>See particularly:</u>	
<u>N.J.A.C.</u> 6A:9-3.3, 6A:9-8.4	
<u>N.J.A.C.</u> 6A:10A-2.2	Preschool programs
<u>N.J.A.C.</u> 6A:14-1.1 <u>et seq.</u>	Special Education
<u>N.J.A.C.</u> 6A:30-1.1 <u>et seq.</u>	Evaluation of the Performance of School Districts
<u>N.J.A.C.</u> 6A:32-4.1(d)	Employment of teaching staff
<u>N.J.A.C.</u> 6A:32-12.1 <u>et seq.</u>	Reporting requirements

Old Bridge Education Association v. Old Bridge Township Bd. of Ed., 1986 S.L.D. 1917

Manual for the Evaluation of Local School Districts

**Possible**

**Cross References:**

*2131	Chief school administrator
4010	Goals and objectives
*4111	Recruitment, selection and hiring
6130	Organizational plan
*6141	Curriculum design/development
*6142.1	Family life education
*6156	Instructional planning/scheduling
*6163.1	Media center/library
*6164.2	Guidance services
*6171.4	Special education
*6200	Adult/community education

\*Indicates policy is included in the Critical Policy Reference Manual.