

Appropriate Placement of Educators

When the Elementary Secondary Education Act (ESEA) was reauthorized as the Every Student Succeeds Act (ESSA), the requirements surrounding Highly Qualified (HQ) teachers was removed, providing states with the autonomy to determine the requirements for educator placement.

The reporting and verification of a teacher's No Child Left Behind (NCLB) Highly Qualified status is no longer required. In support of Michigan Department of Education's (MDE) [Top 10 Strategic Plan](#), this guidance outlines the legal requirements for certification, as well as provides best practice guidance to support schools with appropriate staff placement.

When determining placement of educators, schools must consider these factors:

1. Requirements for Certification
2. Specific Program Funding Requirements

Ensuring that an appropriately prepared and endorsed educator is assigned to in Michigan's schools is critical to student achievement. MDE recommends local districts consider pedagogical practices, content knowledge, and professional behaviors when placing staff to best serve the needs of all students in their districts.

Additional information and clarity on best practices for teacher assignment be found in the [Proper Placement Considerations](#) document.

Requirements for Teacher Certification

Michigan Compiled Laws (MCL) [380.1531](#) and the Administrative Rules Governing the Certification of Michigan Teachers ([Teacher Certification Code](#)) **require** teachers to hold the endorsement for the subject(s) and grade levels in which they are assigned to teach.

Teachers who hold the appropriate grade level and content area endorsements on a valid Michigan teaching certificate may be placed in an assignment to provide instruction in corresponding courses. For additional information on placement of teachers, reference the [Quick Reference: Courses That Can be Taught](#) document or the specific guidance for elementary [Assignments for "All Subjects"](#).

If a certified teacher does not hold the appropriate endorsement or is not available for the position, additional options for placement exist. Michigan has developed a [system of permits](#) that is structured to support the appropriate placement beliefs outlined in this document.

"All Subject" Endorsements

Some Michigan certificates hold an "All Subjects" endorsement at specific grade-levels. Teachers with these valid certificates may be placed in any subject area for that grade-level. Additional information for an "All Subjects" placement can be found in the specific guidance for elementary [Assignments for "All Subjects"](#).

Requirements for School Administrator Certification

Individuals, regardless of the title held, must hold a School Administrator Certificate if their primary responsibility is to administer instructional programming. For help determining if an individual is administering instructional programming, please use the [Administrator Certificate Checklist](#).

The Central Office (CO), Elementary & Secondary Admin K-12 (ES) and Experience-Based (EZ) endorsements may be used to staff the same positions.

Requirements for Program Specific Placements

Special Education

Federal Requirements, in conjunction with [Michigan Administrative Rules for Special Education](#) (MARSE), specify requirements for the placement of special education teachers and administrators. Special Education programs may be provided additional placement flexibilities. Specific information and guidance on teacher placement can be found in the [Special Education Placement](#) document.

Career and Technical Education

Career and Technical Education (CTE) courses are assigned to teachers holding a Classification of Instructional Program (CIP) code on a valid CTE Michigan teaching certificate. For questions about CIP code placement, CTE programs or Perkins funding, contact the appropriate [CTE program consultant](#). Holders of these CIP codes may also be placed in corresponding non-Perkins funded 6-12 classes.

Requirements for Role Specific Placements

School Social Worker

To provide services to students with disabilities whose Individualized Education Programs (IEPs) require social work services as a school social worker in a Michigan school, this educator must hold a [Temporary Approval, Continuing Temporary Approval, or Full Approval](#) from the Michigan Department of Education. School social worker approvals are applied for by employers (e.g., school district users or staffing agencies) through [Michigan Online Educator Certification System](#) (MOECS). Each approval is transferable from one employer to the next. For additional information regarding school social worker approval requirements and application instructions, please see [Policy, Criteria, and Procedures for School Social Worker Approval](#).

School Counselor

To serve in the role of a school counselor an individual must hold either a valid School Counselor License, a valid Michigan teaching certificate with the School Counselor (NT) endorsement, a Temporary School Counselor Authorization, or a Preliminary Employment Authorization to Work as a School Counselor. The Full-Year Basic Substitute permit may be used for a school counselor position when a certified school counselor is not available for assignment. For additional information, please see the [School Counselor Assignments](#) guidance.

School Psychologist

A valid Michigan School Psychologist Certificate or a Preliminary School Psychologist Certificate allows an individual to be employed in a Michigan school district as a school psychologist. For additional information, please see the guidance available on [School Psychologist Certification](#).

Paraprofessionals and Instructional Aides

While the Michigan Department of Education (MDE) does not issue certificates or licenses for paraprofessionals, the roles, duties and program funding may determine requirements for placing these noncertified education partners. MDE maintains a document that outlines some of the unique roles for the [Utilization of Noncertified Personnel](#) and appropriate placement of these educators.

Additional Information

Additional guidance and information on placement, including guidance on staffing flexibilities when the legal requirements cannot be met, can be found on the Michigan Department of Education's [Permits and Placement webpage](#).