

NORTH CAROLINA STATE BOARD OF EDUCATION

Policy Manual

Item	Description
Policy Title	Licensure Renewal Requirements
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Statutory Reference	Session Law 2002-178; G.S. 115C-296

LICN-005

(formerly TCP-A-005)

General Requirements

Continuing licenses shall be issued with five-year renewal cycles. Holders must renew their licenses at the end of each five-year period. Credit earned for renewal purposes shall apply to the person's license field(s) and professional duties.

Renewal or reinstatement of a license shall be based on 8.0 units of renewal credit. A unit of credit shall be equal to one quarter hour or two-thirds of a semester hour of IHE credit, or ten clock hours of professional development.

Five-year renewal cycles shall be initially based on the completion of credit requirements to qualify for licensure, the completion of licensure renewal requirements, or a valid license held from another state. A new five-year renewal cycle is established for a Continuing license when an expired license is renewed. A new five-year renewal cycle also is established upon the completion of program requirements for converting an Initial license to a Continuing license.

Teachers and instructional support personnel whose licenses expire due to performance issues in the license renewal year must follow the procedures listed in Section 1.20 (4) of SBE policy LICN-001.

~~Individuals with expired, non-provisional North Carolina licenses shall be eligible for a three-year Standard Professional 1Initial or Standard Professional 2Continuing license based on the need of the employing LEA. At least 15 renewal credits must be completed during the three years, with a minimum of 5 credits required each year. At the end of the three-year cycle, if all 15 credits have been completed, the license will be issued with a new five-year dating cycle or the license remains expired until all renewal credits have been earned. Only an employing school system can request reinstatement of a license for a person who holds an expired license. This shall not be an option for currently employed individuals who have not met renewal requirements.~~

Individuals with expired, non-provisional North Carolina licenses shall be eligible for a three-year Initial or Continuing license based on the need of the employing LEA. At least 8 renewal credits must be completed during the three years and must complete the requirements as outlined in Section 5.10 of this policy. For educators whose continuing licenses reverted to an initial license and/or expired due to performance issues, the LEAs and charter schools shall have discretion over what professional development is required of the teacher. LEAs and charter schools may prescribe professional development to the employee in accordance with his/her demonstrated deficiencies. At the end of the three-year cycle, if all 8 credits have been completed, the license will be issued with a new five-year dating cycle or the license remains expired until all renewal credits have been earned. This option shall not be for currently employed individuals who have not met renewal requirements.

5.10 LEA Employees

LEA employees shall maintain an annual professional development plan. During each five-year cycle, individuals shall participate in professional development activities that align with the expectations of the North Carolina Professional Teaching Standards, in the areas of leadership, diverse learners, content knowledge, facilitating learning, and reflective professional practice. An LEA may make additional requirements based on local needs (example: integrating technology to improve student learning - aligned to Standard 4; addressing the needs of diverse learners - aligned to Standard 2). For the purposes of this policy, and pursuant to G.S. 115C-325(a)(6), the definition of a “teacher” includes instructional support personnel.

- A. Pursuant to G.S. 115C-296, the following requirements apply to licensed teachers with licenses expiring between June 30, 2016 and June 30, 2018:
- a. Teachers of grades kindergarten through eight must complete 8 renewal credits during each five-year renewal cycle that meet the following requirements:
 - i. 3 renewal credits in their academic subject areas, (aligned to Standard 3 or 4)
 - ii. 3 renewal credits addressing literacy as defined in North Carolina General Statute
 - iii. 2 general credits (not to include years of experience) at the discretion of the employing LEA
 - b. Teachers of grades nine through twelve must complete 8 renewal credits during each five-year renewal cycle that meet the following requirements:
 - i. 3 renewal credits in their academic subject areas, (aligned to Standard 3 or 4)
 - ii. 5 general credits (not to include years of experience) at the discretion of the employing LEA

- B. Pursuant to G.S. 115C-296, the following requirements apply to licensed teachers with licenses expiring on or after June 30, 2019:
- a. Teachers of grades kindergarten through eight must complete 8 renewal credits during each five-year renewal cycle that meet the following requirements:
 - i. 3 renewal credits in their academic subject area, (aligned to Standard 3 or 4)
 - ii. 3 renewal credits addressing literacy as defined in North Carolina General Statute
 - iii. 2 renewal credits addressing the Digital Learning Competencies
 - b. Teachers of grades nine through twelve must complete 8 renewal credits during each five-year renewal cycle that meet the following requirements:
 - i. 3 renewal credits in their academic subject areas, (aligned to Standard 3 or 4)
 - ii. 2 renewal credits addressing the Digital Learning Competencies
 - iii. 3 general credits (not to include years of experience) at the discretion of the employing LEA
- C. Teachers completing the National Board Certification process may earn all 8 credits for completion of the process and certification. Those who are in the ten year national board renewal cycle may earn two credits.
- D. Pursuant to G.S. 115C-296, the following requirements for school administrators apply to individuals with licenses expiring between June 30, 2016 and June 30, 2018:
- a. School administrators must earn at least 8 renewal credits during each five-year renewal cycle that meet the following requirements:
 - i. 3 renewal credits that align with the expectations of the North Carolina School Executive Standards 2, 4, and 5, focused on the school executive's role as instructional, human resources, and managerial leader
 - ii. 5 general credits (not to include years of experience) at the discretion of the employing LEA
- E. Pursuant to G.S. 115C-296, the following requirements for school administrators apply to individuals with licenses expiring on or after June 30, 2019:
- a. School administrators must earn at least 8 renewal credits during each five-year renewal cycle that meet the following requirements:
 - i. 3 renewal credits that align with the expectations of the North Carolina School Executive Standards 2, 4, and 5, focused on the school executive's role as instructional, human resources, and managerial leader.
 - ii. 2 renewal credits addressing the Digital Learning Competencies
 - iii. 3 general credits (not to include years of experience) at the discretion of the employing LEA

The following table illustrates the above licensures renewal requirements totaling 8 credits outlined in this policy (LICN-005) in sections 5.10 A through E.

Credits required for licenses expiring on: June 30, 2017 & June 30, 2018	Credits required for licenses expiring on or after: June 30, 2019
<u>Grades K-8:</u> <ul style="list-style-type: none"> • 3 Subject Area • 3 Literacy • 2 General 	<u>Grades K-8:</u> <ul style="list-style-type: none"> • 3 Subject Area • 3 Literacy • 2 Digital Learning Competencies
<u>Grades 9-12:</u> <ul style="list-style-type: none"> • 3 Subject Area • 5 General 	<u>Grades 9-12:</u> <ul style="list-style-type: none"> • 3 Subject Area • 2 Digital Learning Competencies • 3 General
<u>Administrators:</u> <ul style="list-style-type: none"> • 3 Executive's Role • 5 General 	<u>Administrators:</u> <ul style="list-style-type: none"> • 3 Executive's Role • 2 Digital Learning Competencies • 3 General

F. Licensed educators may also obtain renewal credit for the following activities:

- a. college or university credit;
- b. earning National Board for Professional Teaching Standards certification or completion of the National Board for Professional Teaching Standards certification process (8 units of renewal credit);
- c. completing National Board for Professional Teaching Standards Certification renewal (2 units of renewal credit);
- d. completion of activities that meet the following criteria (one unit of renewal credit per ten clock hours):
 - i. The activity shall be accomplished over time with on-the-job application, feedback, and follow-up.
 - ii. The activity shall have identified goals and objectives that are designed to increase knowledge or skills and align with the expectations of the North Carolina Professional Teaching Standards.
 - iii. The activity shall include focused content and instruction that are sequenced to develop specified competencies.

- iv. The activity shall be developed by instructional personnel approved by the sponsoring school unit or employer.
- v. The activity shall include a focused evaluation designed to gauge the change in learner knowledge or skill and to guide the development of future programs.

LEAs and governing boards of schools shall assure that all professional development activities which do not carry IHE credit meet the standards contained in this policy. LEAs must adopt a procedure to determine the appropriateness of credit in advance of renewal activities. In determining appropriateness, the LEA must consider direct relationship to critical job responsibilities, school improvement plans, and SBE strategic priorities to properly establish credit for the activity.

LEAs may develop an alternative license renewal plan that is competency-based and results-oriented. The plan must describe the connection among professional development, the school improvement plan, and the individual's license area or job responsibilities through processes such as peer review and annual evaluation. The plan may waive specific hour requirements that a licensed employee must meet and focus instead on knowledge and skill acquired by participants. The plan must align with the expectations of the North Carolina Professional Teaching Standards and include outcome measures and must be submitted to the Department for review in advance of its implementation.

5.20 Non-LEA Employees

Persons who hold a NC license but who are not currently employed in the public schools or by governing boards of approved nonpublic schools may earn renewal credit through college or university coursework, or local courses and workshops on the same basis as currently employed persons. The Licensure Section shall determine if the credits meet the criteria as outlined. Refer to Section 5.10 of this policy for the breakdown of the 8.0 renewal credits.