



Public Schools of North Carolina  
State Board of Education  
Department of Public Instruction

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# Report to the North Carolina General Assembly

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Adjunct CTE Instructors

*SL 2019-185 (SB 366)*

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**Date Due: 4/15/2020**

Report # ----

DPI Chronological Schedule, 2019-2020

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This report was prepared in accordance with requirements of G.S. 115C-157.1 pursuant to SL 2019-185 (SB 366) regarding Adjunct CTE Instructors.

Adjunct CTE Instructors - a local board of education may employ with an individual to serve as an adjunct instructor who meets the adjunct hiring criteria established by the State Board of Education for a specific career and technical education career cluster. The local board of education may employ with an adjunct instructor on an annual or semester basis, subject to the following requirements:

An Adjunct Instructor:

- (a) An adjunct instructor may be employed for no more than 20 hours per week or no more than five full consecutive months of employment. An adjunct instructor shall not be eligible to earn paid leave, participate in the Teachers' and State Employees' Retirement System, or receive or purchase health benefits through the State Health Plan for Teachers and State Employees.
- (b) Shall be subject to a criminal history check, to ensure that the person has not been convicted of any crime listed in G.S. 115C-332.
- (c) Shall not be required to hold or apply for licensure as a teacher.
- (d) Must meet any of the following criteria:
  - i. Work experience and education for licensing of alternative entry faculty contained in State Board of Education Policy (Click here: [LICN SBE Policies](#));
  - ii. Have a current or have held a teaching license in the related program area of instruction;
  - iii. Be employed at a community college as faculty teaching a related subject.
  - iv. Must hold any industry certifications required for teachers who are licensed to teach the same courses as identified in State Board of Education Policy (Click here: [LICN SBE Policies](#)).
- (e) Must complete preservice training in all of the following areas prior to beginning instruction:
  - i. The identification and education of children with disabilities.
  - ii. Positive management of student behavior.
  - iii. Effective communication for defusing and deescalating disruptive or dangerous behavior.
  - iv. Safe and appropriate use of seclusion and restraint.

Note: Preservice training may be provided by the LEA or another institution approved by the LEA.

Compensation Guidelines: LEAs should accumulate evidence and validate the education and experience of individuals hired as an adjunct instructor. LEAs should determine the hourly rate based on the education and experience of the individual. DPI recommends hourly rates based on the established scale for teacher pay between \$22.00 and \$38.00 per hour.

<b>Years of Experience</b>	<b>Recommended Hourly Rate</b>
0-4	\$22.00-\$24.66
5-9	\$24.67-\$27.33
10-14	\$27.34-\$30.00
15-19	\$30.01-\$32.67
20-24	\$32.67-\$35.33
25+	\$35.34-\$38.00

Note: It is recommended that the CTE Director approves the CTE Adjunct Instructor contract to ensure required criteria is met.

Funding shall come from PRC 014. Please see attached Appendix P from the CTE Fiscal Policy Guidelines for a decision matrix and examples relative to State Board Policy. Additionally, please see State Board Policy related to LICN for work experience criteria.

The following pages are designed to assist district leadership in the decision-making process for an adjunct CTE instructor. They are excerpts from the CTE Fiscal Policy Guidelines (Appendix P).

# § 115C-157.1 Adjunct CTE Instructors

Work experience criteria and education for licensing of alternative entry faculty contained in State Board Policy LICN-001;

Review State Board Policy LICN-001 and Identify Appropriate CTE Program Area

Does the candidate meet the “degree” eligibility requirements?  
(Note: Candidate must only meet eligibility requirements and is not required to meet the “Clearing Specific Requirements” section.)

Yes

No

Does the candidate meet the “work experience” eligibility requirements?

Yes

No

Candidate does not meet the work experience and education criteria and is not eligible through work experience and education.

If required by CTE program area, does the candidate meet the “credential/training” eligibility requirements?

Yes

No

Candidate meets the work experience and education criteria and is eligible to serve as a CTE Adjunct Teacher.

Candidate may consider other criteria options for eligibility:  
-Have a current or expired Teaching License in the related program area of instruction; OR  
-Be employed at a community college as faculty teaching a related subject.

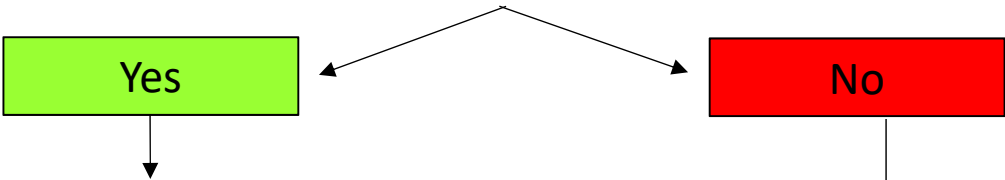
# EXAMPLES

## Adjunct Agriculture Education Teacher Course to be taught: Agriculture Education Courses

Review State Board Policy LICN-001 and Identify Agriculture Program Area

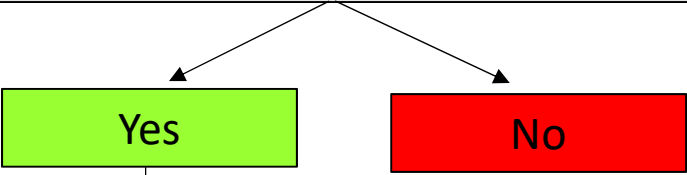
**Does the candidate meet the “degree” eligibility requirements?**  
*Bachelor’s degree in related area*

**Examples:** Agricultural Business Management, Agricultural Development, Agricultural Engineering, Agricultural Studies, Agronomy (Crops/Soils), Animal Science, Equine Science, Veterinary Science, Forestry, General Agriculture, Horticulture, Natural Resource Management, Poultry Science, Range Management

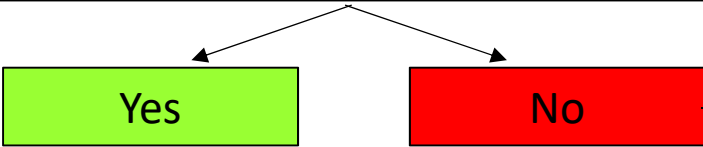


**Does the candidate meet the “work experience” eligibility requirements?**  
*Two years industry-related work experience within past five years*

**Examples:** animal health specialists, veterinarian, conservation scientists, environmental science and protection technicians, extension agent, farm and ranch manager, foresters, horticulturist, integrated agriculture production specialist, landscaping and grounds keeping workers, nursery technician, wildlife enforcement officer, zoologists and wildlife biologists



**Does the candidate meet the “credential/training” eligibility requirements?**  
*No additional credentialing required for this candidate*



Candidate meets the work experience and education criteria and is eligible to serve as a CTE Adjunct Teacher.

Candidate does not meet the work experience and education criteria and is not eligible through work experience and education.

**Candidate may consider other criteria options for eligibility:**

- Have a current or expired Teaching License in the related program area of instruction; OR
- Be employed at a community college as faculty teaching a related subject.

# Adjunct Business, Finance, Information and Technology Education Teacher

Course to be taught: Principles of Business

Review State Board Policy LICN-001 and Identify BFIT Program Area

**Does the candidate meet the “degree” eligibility requirements?**

*Bachelor’s degree in related area*

**Examples:** Accounting, Administrative Systems, Business Administration, Computer Science, Entrepreneurship, Finance, Information Technologies, Management/MIS (Management Information Systems) Marketing

Yes

No

**Does the candidate meet the “work experience” eligibility requirements?**

*Two years industry-related work experience within past five years* **Examples:** accountant / CPA, business analyst, business manager, operations analyst, marketing manager, systems analyst, database administrator, management analyst, computer programmer/analyst, chief information officer, chief financial officer, loan officer, e-commerce manager, stock broker, investment advisor, financial analyst

Yes

No

**Does the candidate meet the “credential/training” eligibility requirements?**

*No additional credentialing required for this candidate*

Yes

No

Candidate meets the work experience and education criteria and is eligible to serve as a CTE Adjunct Teacher.

Candidate does not meet the work experience and education criteria and is not eligible through work experience and education.

**Candidate may consider other criteria options for eligibility:**

- Have a current or expired Teaching License in the related program area of instruction; OR
- Be employed at a community college as faculty teaching a related subject.

# Adjunct Family and Consumer Science Education Teacher

## Course to be taught: Foods/Culinary Arts

Review State Board Policy LICN-001 and Identify FACS Program Area

**Does the candidate meet the “degree” eligibility requirements?**

*Bachelor’s degree in related area or an associate’s degree in culinary arts*

**Examples:** Food Science, Culinary Arts, Dietetics, Food Service Management, Nutrition.

Yes

No

**Does the candidate meet the “work experience” eligibility requirements?**

*Two years industry-related work experience for four year degree within the past five years or four years of industry-related work experience within the past eight years for the Culinary Arts Associate Degree.*

**Examples:** chef, restaurant manager, food service manager, dietitian, nutritionist, extension agent specializing in foods and nutrition, catering manager

Yes

No

**Does the candidate meet the “credential/training” eligibility requirements?**

*ServSafe Manager Certification required before teaching foods and culinary courses and courses with foods units.*

Yes

No

Candidate meets the work experience and education criteria and is eligible to serve as a CTE Adjunct Teacher.

Candidate does not meet the work experience and education criteria and is not eligible through work experience and education.

**Candidate may consider other criteria options for eligibility:**

- Have a current or expired Teaching License in the related program area of instruction; OR
- Be employed at a community college as faculty teaching a related subject.



# Adjunct Health Science Education Teacher

Course to be taught: Health Science I

Review State Board Policy LICN-001 and Identify Health Science Program Area

**Does the candidate meet the “degree” eligibility requirements?**

*Bachelor’s degree or associate’s degree in RN, non-RN, allied health or medical field*

**Example:** RN, Physical Therapy, Radiology, Medical Doctor (MD), Dental Hygiene, Physician Assistant, Biology

Yes

No

**Does the candidate meet the “work experience” eligibility requirements?**

*Three years related work experience within past ten years for bachelor or for an associate degree.*

**Examples:** RN, physical therapist, radiological technologist, respiratory care/cardiopulmonary technologist, clinical laboratory technologist, dietetics/nutrition technologist, histological technologist, nuclear medicine technologist, phlebotomist, physician assistant, radiation therapy technologist, dental hygienist, physician

Yes

No

Candidate does not meet the work experience and education criteria and is not eligible through work experience and education.

**Does the candidate meet the “credential/training” eligibility requirements?**

*An active North Carolina license in an Allied Health/Medical Professional.*

Yes

No

Candidate meets the work experience and education criteria and is eligible to serve as a CTE Adjunct Teacher.

**Candidate may consider other criteria options for eligibility:**

- Have a current or expired Teaching License in the related program area of instruction; OR
- Be employed at a community college as faculty teaching a related subject.

# Adjunct Marketing Education Teacher

Course to be taught: Marketing Education Courses

Review State Board Policy LICN-001 and Identify Marketing Program Area

**Does the candidate meet the “degree” eligibility requirements?**

*Bachelor’s degree in related area*

**Examples:** Accounting, Administrative Systems, Business Administration, Entrepreneurship, Finance, Information Technologies, Management, Management Information Systems, Marketing, Communications, Economics, Supply Chain Management

Yes

No

**Does the candidate meet the “work experience” eligibility requirements?**

*Two years industry-related work experience within past five years* **Examples:** marketing manager, sales manager, retail manager, real estate agent or buyer, hospitality tourism & recreation manager, corporate or personal financial manager, loan officer, marketing research analyst, distribution and logistics specialist

Yes

No

**Does the candidate meet the “credential/training” eligibility requirements?**

*No additional credentialing required for this candidate*

Yes

No

Candidate meets the work experience and education criteria and is eligible to serve as a CTE Adjunct Teacher.

Candidate does not meet the work experience and education criteria and is not eligible through work experience and education.

**Candidate may consider other criteria options for eligibility:**

- Have a current or expired Teaching License in the related program area of instruction; OR
- Be employed at a community college as faculty teaching a related subject.

# Adjunct Technology, Engineering and Design Education Teacher

Course to be taught: Project Lead the Way Courses

Review State Board Policy LICN-001 and Identify TED Program Area

## Does the candidate meet the “degree” eligibility requirements?

*Bachelor’s degree in related area*

**Examples:** Architecture, Construction, Industrial Design, Engineering, Industrial Technology, Manufacturing, Transportation, Science, Industrial Arts, Trade and Industrial Education, Graphic Design, Graphic Production, Animation and Visualization, Computer Programming, Game Design and Development, Computer Science, Programming Associate Degree, Game Software Engineering, Simulation and Game Animation, Digital Effects and Animation Technology or Game Art Design

Yes

No

## Does the candidate meet the “work experience” eligibility requirements?

*Two years industry-related work experience within past five years*

**Examples:** engineer, construction manager, graphics designer, industrial designer, electronics technician, computer technician, network technician, manufacturing technician, construction related technician, project developer

Yes

No

## Does the candidate meet the “credential/training” eligibility requirements?

*Completion of the Project Lead the Way Core Training*

Yes

No

Candidate meets the work experience and education criteria and is eligible to serve as a CTE Adjunct Teacher.

Candidate does not meet the work experience and education criteria and is not eligible through work experience and education.

### Candidate may consider other criteria options for eligibility:

- Have a current or expired Teaching License in the related program area of instruction; OR
- Be employed at a community college as faculty teaching a related subject.

# Adjunct Trade and Industrial Education Teacher

## Course to be taught: Masonry

Review State Board Policy LICN-001 and Identify T&I Program Area

**Does the candidate meet the “degree” eligibility requirements?**

*Minimum of a high school diploma*  
**Examples:** Masonry, Masonry Installer

Yes

No

**Does the candidate meet the “work experience” eligibility requirements?**

*For Associate’s Degree - Four years industry-related work experience within the past eight years.*

*For High School Diploma - Six years industry-related work experience within the past ten years is required.*

**Examples:** Construction industry with demonstrated experience in the masonry field.

Yes

No

Candidate does not meet the work experience and education criteria and is not eligible through work experience and education.

**Does the candidate meet the “credential/training” eligibility requirements?**

*NCCER ICTP Credential and OSHA 10 Construction Safety and Pass an instructor’s exam in NCCER Your Role in the Green Environment Module*

Yes

No

Candidate meets the work experience and education criteria and is eligible to serve as a CTE Adjunct Teacher.

**Candidate may consider other criteria options for eligibility:**

- Have a current or expired Teaching License in the related program area of instruction; OR
- Be employed at a community college as faculty teaching a related subject.