

Guaranteed Position Allotments: Conversion from Months to Days

The following are the formulas used to convert the current allocations of the “position allotment PRCs” into “Days” for the purposes of tracking the “spend” by the LEAs.

The data coming from the LEAs is keyed off of “Days Employed” by employee. This conversion will enable LICSA and the LEA Payroll Summary File data to best align with the allocation of these “positions” for accounting and compliance purposes.

Table 1: Position conversions from months to days

| PRC | Personnel | Current Months | Days for 1 position | Legal authority |
|------|----------------------------------------|----------------|----------------------------------------------------------------|-----------------------------------------------------------------------------|
| 0001 | Classroom Teacher | 10 | 215 | G.S. 115C-84.2(a; a3) G.S. 115C-302.1(b) |
| 0004 | Program Enhancement Teachers | 10 | 215 | G.S. 115C-84.2(a; a3) G.S. 115C-302.1(b) |
| 0005 | Principals | 12 | Number of weekdays in the year (260-262 depending on calendar) | G.S. 115C-285(a1) |
| 0005 | Assistant Principals | Varies | 1 month = 21.5 days | G.S. 115C-285(a8) |
| 0006 | School Health Personnel | 10 | 215 | G.S. 115C-325(a6) |
| 0007 | Instructional Support | 10 | 215 | G.S. 115C-325(a6) |
| 0013 | CTE Months of Employment | Varies | 1 month = 21.5 days | G.S. 115C-302.1(b) |
| 0042 | Child and Family Support Teams: Nurses | 10 | 215 | G.S. 115C-325(a6) |

Formula note: New Teacher Orientation (NTO) will now be paid at 1 day = 1/215th of a position or 0.0046512 positions. This is a change from the previous policy of 1 day of NTO = 0.005 positions.

Legal authority

[G.S. 115C-84.2\(a; a3\)](#) School Calendar: States that the school calendar will consist of 215 days, including 185 instructional days, 10 annual vacation leave days, the legal holidays that fall within the school calendar as defined by OSHR, and teacher work days.

[G.S. 115C-285\(a1\)](#) Salary: Principals will have the same legal holidays as State employees (OSHR). State Human Resource Manual: “normal workday schedule is five days per week.”

[G.S. 115C-285\(a8\)](#) Salary: “An assistant principal shall be paid, on a monthly basis, at least as much as he or she would earn as a teacher employed by that local school administrative unit.”

[G.S. 115C-302.1\(b\)](#) Salary: “The daily rate of pay for teachers shall equal midway between one twenty-first and one twenty-second of the monthly rate of pay.”

[G.S. 115C-302.1\(b\)](#) Salary: Specifically states that teacher days apply to career and technical education teachers.

[G.S. 115C-325\(a6\)](#) Salary: Defines an instructional support personnel as a “teacher,” so the same rules apply.