



PUBLIC SCHOOLS OF NORTH CAROLINA

State Board of Education | Department of Public Instruction

Office of Charter Schools

GUIDANCE for QUALITY

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LICENSURE: A COSTLY GOVERNANCE NON-COMPLIANCE

The North Carolina General Assembly and the State Board of Education have granted flexibility to charters in regards to teacher licensure. Boards may choose candidates to support the unique mission of the school as long as the school's overall licensure remains within the statutory threshold of 50%. Other provisions include that core content (language arts, social studies, math, and science) must hold a college degree and all Exceptional Children's teachers must be licensed by federal and state law ([p. 10-11](#)). Failure to comply with licensure statutes and policies can be costly. School leaders should review [NC General Statute 218.90 \(a\)\(1\)](#) and [SBE Policy TCS-U-006](#) for the specific requirements of teacher licensure and the consequences of non-compliance. To assist schools with navigating licensure compliance, this document includes a list of helpful tips, resources, and contact information for school leaders and teachers.

GUIDANCE RESOURCES

LICENSURE (page 1)

[NC G.S. 115C-218.90\(a\)\(1\)](#)

[SBE Policy TCS-U-006](#)

NC Charter Agreement 16

[NCDPI Licensure Web Site](#)

[Licensure Forms](#)

Licensure Contact # (919)807-3310

[NC Policies for Special Education](#)

FEES (page 2)

[NC G.S. 115C-218.50](#)

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Failure to maintain certification of at least fifty percent (50%) of teachers in all grades pursuant to G.S.115C-238.29F(e)(1)(recodified)G.S. 115C-218.90(a)(1)). Charter schools shall maintain compliance with this law from the first school day of each year through the end of the school calendar year. — SBE Policy TCS-U-006 (II)(G)

TIPS FOR NAVIGATING LICENSURE

1. Licensure requirements must be met on the student's first day of classes and continue throughout the entire year.
2. The Office of Charter Schools receives a monthly licensure report beginning in September. These reports combine LicSal, Power School and Payroll. It is the school's responsibility to ensure all data is correct in all three systems (Legal Name, UID Number, Social Security Number)
3. Applicants should apply/renew licenses as soon as possible as processing can exceed 60+ days.
4. When possible, take licensure packets in person to the licensure department. No appointments are necessary! Licensure is located on the first floor south wing here at DPI. (*continued on page 2*)

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5. HQ is evaluated separately from licensure.
6. While a low licensure percentage of 53% would be compliant, OCS encourages schools (especially small schools) to increase the percentage. One resignation could lower the rate below the statutory requirements.
7. Schools may submit annual renewals, add-ons, etc. in ONE PACKET FOR NO CHARGE (That's right! No charge for the school or the applicant!) This is an excellent opportunity to update experience, too!
8. An approved BTSP plan must be in place for the duration of a teacher's service with your school if you intend to recommend SPII level licensure.
9. An approved Licensure Renewal plan must be in place if you intend to issue renewal CEUs or renew licenses.
10. Teachers of core subjects (mathematics, science, social studies, and language arts) shall hold a college degree.
11. A charter school may not employer accept volunteer services from anyone with a revoked license. The list of revoked teaching licenses for NC is located at <http://stateboard.ncpublicschools.gov/legal-affairs/disciplinary-process/revoked-license>.

FREE PUBLIC EDUCATION AND FEES

North Carolina charter schools are tuition-free public schools. NC General Statute § 115C-218.50 states that a charter school “***shall not charge tuition or fees, except that a charter school may charge any fees that are charged by the local school administrative unit in which the charter school is located***”. The Office of Charter Schools receives complaints each year for schools charging impermissible fees. When in doubt if a fee is permissible, first check the policies of the LEA in which the charter is located. If other questions arise, please contact your school’s assigned charter school consultant(s).

For example: Charter School is located in Sample County. Sample County Schools has a \$75 fee for high school band. If Charter School has high school band, then the school may charge \$75 for high school band. If Charter School does not have high school band, it may not charge that fee. The same concept goes for sports, technology, and other fees that an LEA may charge.

NC Charter Agreement

17. Fees

As prescribed by law, the Nonprofit shall not charge tuition or fees, except that a Public Charter School may charge any fees that are charged by the local school administrative unit in which the charter school is located.

For more information, contact your school’s assigned Office of Charter Schools consultant(s). A directory of staff can be found at <http://www.ncpublicschools.org/charterschools/consultants/>.