

(SBE Effective July 1, 2013)
Requirements for Renewing Professional Educator's License
 (Beginning Teachers starts on Pages 5)
Five year renewal cycle ending June 30, 2016

Classroom Teachers (K-8)

Required EDUCATOR Components (see definitions)	Contact Hours	CEU Credit
Reading/Literacy:	30	3.0
Technology	10	1.0
Subject matter content	30	3.0
General credit (related to academic topic)	10	1.0
*Total Renewal Credit Earned	80	8.0

Secondary Teachers & Specialist Personnel

Required EDUCATOR Components (see definitions)	Contact Hours	CEU Credit
Reading/Literacy:	0	0.0
Technology	10	1.0
Subject matter content	30	3.0
General credit (related to academic topic)	40	4.0
*Total Renewal Credit Earned	80	8.0

Changes to Renewal Credits SB 168 Section 5 (c) effective July 1, 2017

“The State Board of Education, in consultation with local boards of education and the Board of Governors of The University of North Carolina, shall (i) reevaluate and enhance the requirements for renewal of teacher licenses, and (ii) consider modifications in the license renewal achievement and to make it a mechanism for teachers to renew continually their knowledge and professional skills. Skills, and (iii) integrate digital teaching and learning into the requirements for licensure renewal.

School Administrator Renewal Requirements (principals and assistant principals) 80 Hours=8.0 CEU

School administrators must earn at least 3 CEU credits during each renewal cycle focused on the school executives as instructional, human resources and managerial leaders. There is a local requirement for 1 CEU renewal credit focused on technology. The remaining 4.0 CEU credits may be general credits. This requirement for school administrators applies to individuals renewing their licenses on or after July 1, 2011.

Required Components	Contact Hours	CEU Credit
Areas of focus: Instructional, HR, Managerial Leader	30	3.0
General Credits	40	4.0
Technology Credit	10	1.0
*Total Renewal Credit Earned	80	8.0

Licensure renewal is the responsibility of the license holder

Initial Completion of the portfolio process for National Board Certification

Educators earn 8.0 renewal requirements (if earned after July 1, 2015) for an individual's next renewal cycle, even if the individual does not achieve the certification. NBPTS certificate or notification letter must be submitted to Human Resources for posting of National Board Certification renewal credits. The 8.0 hours includes 3 for content and 3 for literacy. However, the technology component must be met outside of the 8.0 renewal requirement if using the portfolio process.

Renewing National Board Certification

Educators that renew the certification earn 2 CEU credits for the process. They will receive 1 CEU for literacy and 1 CEU for academic.

Renewal of Expired professional educator's license:

- 10 semester hours or 15 units of renewal credit must be earned within the most recent five-year period.
- Course work must be directly related to an individual's professional responsibilities as a public school educator or to his or her areas(s) of licensure.
- The 15 is up to the individual, but one is encouraged to include literacy and academic content in their area of expertise.

Individuals not currently employed in a public school unit:

- Should maintain their own records of renewal credit until it is time to renew license
- Registration with NC On-Line Licensure System required <https://vo.licensure.ncpublicschools.gov>
- Complete statement of Affidavit
- Pay \$55.00 processing fee
- Attach CEU History Report and or CEU staff development documents of participation
DPI licensure section does not accept renewal credits of less than 1 unit.

***Credit is no longer given for teaching experience**

****For a professional educator's license to remain current, all credit must be earned by the expiration date of the existing professional educator's license.**

Requirements for Renewing Professional Educator's License (Excluding Beginning Teachers)

EDUCATOR COMPONENTS DEFINED:

Literacy : 30 Hours=3.0 CEU

Effective July 1, 2015, the literacy requirement will be required for classroom teachers (K-8)

Students Who Are College and Career Ready in Reading, Writing, Speaking, Listening, and Language (located in the ELA Common Core Standards (CCSS), page seven) defines and offers a portrait of a literate graduate. It is critical to note that although the description is taken from the English Language Arts Common Core Standards, they are applicable and taught to every student at every grade level, and all educators share in the development of literate graduates. Skills in reading, writing, speaking, listening, and language undergird and are prerequisites for all forms of 21st century literacy, including:

- Reading Literacy
- Information Literacy
- Digital and Media Literacy
- Information, and Technology Literacy
- Visual Literacy
- Civic Literacy
- Financial, Economic, and Entrepreneurial Literacy
- Health Literacy and
- Environmental Literacy
- Cultural Literacy
- Data Literacy

The State Board of Education expects that all educators pursue literacy in one or more of the above areas of literacy.

Technology: 10 Hours=1.0 CEU

Local requirement: 10 hours renewal credit in technology.

Subject matter content: 30 Hours=3.0 CEU

Effective July 1, 2015, **ALL Classroom teachers** must complete 3 renewal credit in their academic subject areas, including strategies to teach those subjects, during each five-year renewal cycle. These credits must be directly related to the subject taught and can be taken through the following types of activities:

- College or university courses (transcript required, grade report not acceptable)
- Local in-service courses or workshops
- Content for elementary teachers is Math, Science, Social Studies and English Language Arts.
- Other classroom teachers such as Health/PE, Music and Art can take staff development related to subject area
- The phrase “including strategies to teach those subjects” includes trainings that emphasize the integration of and interconnectedness of curriculum. Subject matter credits will be approved for qualified trainings in such topics as “reading across the curriculum”, “writing across the curriculum,” and other trainings designed to integrate best practices into a variety of subjects.
- Coaching clinics are not considered “content” for Health/Physical Education Teachers.

General credit (related to academic topic): 10 Hours=1 CEU

- Suggestion: If a teacher is licensed in multiple areas and is teaching in multiple areas, it is suggested that CEU credits be pursued that are related to the areas being taught at the time of license renewal.

Professional Educator's License Renewal History Procedures

Prior Approval Required

- Staff Development taken outside the school system requires **PRIOR** approval from immediate supervisor **and** Curriculum & Instruction
- **Credit will not be issued for staff development if prior approval has not been obtained**
- Please submit certificate of credit and prior approval form to Curriculum & Instruction for final approval
- CEU Tracker will be updated once the final approval has been submitted to the Human Resources Department

Please do not send prior approval renewal credit form and certificate of participation attached to requests for reimbursement to the Finance Dept. They are not separated and given to Human Resources for you to receive renewal credit. **PLEASE SEND SEPARATELY TO THE HUMAN RESOURCES DEPT.**

Schoollink-Maintained by Curriculum & Instruction

Lee County Schools staff development credit will be submitted by the facilitator responsible for the in-service activity. Please make sure you sign the class roll when attending LCS sponsored in-service activities and complete the system evaluation to receive credit. Staff development credits is not given to Human Resources until all evaluations are complete and Curriculum & Instruction finalizes the workshop.

CEU Tracker-Maintained by Human Resources and used for the purpose NCDPI Processes

- Employees have secure access through CEU Tracker to access staff development within district, from other districts, and workshops via Schoollink
- You can click on CEU Tracker (under staff heading) on the Lee County Schools website.
www.lee.k12.nc.us

Use Internet Explorer and can only be accessed on Lee County Schools campuses

Beginning Teachers

(Holds or Eligible to hold a Standard Professional I License)

Beginning Teachers Staff Development Process

Although you are not required to meet specific renewal components during the initial three years of your employment while under the Beginning Teacher Program, you are expected to participate in ALL required activities. This includes attending the monthly BT Focus Sessions and any school related or county wide staff development. Please target staff development that will assist you in meeting your PDP goals and objectives and growth towards becoming a proficient professional educator. You will receive credit for participating in the three day New Teacher Induction, BT Focus Sessions, and the Evaluation Training Packet located on Safeschools.

Beginning Teacher Standard Professional II Licensure Conversion Process

Effective 2010-2011 beginning teachers must be rated "Proficient" on all five North Carolina Professional Teaching Standards on the most recent Teacher Summary Rating Form in order to be eligible for the Standard Professional II License.

Directions: To convert a Standard Professional I License to a Standard Professional II License, the individual must:

- 1) have three years of satisfactory teaching experience;
- 2) have the recommendation of the employing school system;
- 3) complete any professional development activities prescribed by the employing school system; and
- 4) **Applicable based on degree conferred prior to July 1, 2014 previous SBE testing requirements apply** satisfactorily complete NC testing requirements for subject area or receive a rating of Proficient or higher for each of the NC Professional Teaching Standards in the most recent year of employment in North Carolina, which verifies the ability to positively impact student learning,

AND verification of the LEA intent to offer re-employment to the teacher for the following year. The teacher will not be required to accept the offer of re-employment.

If the teacher has chosen to use "receive a rating of Proficient or higher for each of the NC Professional Teaching Standards in the most recent year of employment in North Carolina, which verifies the ability to positively impact student learning," to satisfy the fourth requirement, the principal should complete the attached rating sheet. The teacher must be rated "Proficient" or higher for each of the NC Professional Teaching Standards.

- 5) **Degree conferred on or After October 1, 2014** satisfactorily complete NC testing requirements for all teaching areas. Praxis test(s) should be taken during the first year of employment and should be satisfied with passing scores no later than the third year of the Beginning Teacher Program to Convert the SPI license to a SPII license

Teacher Name:

1. Ratings from the North Carolina Teacher Evaluation Process: SP1 must be rated Proficient or higher to be recommended for SP2:

Standard I: Teacher demonstrated leadership

Not Demonstrated Developing Proficient Accomplished Distinguished

Standard II: Teacher established a respectful environment for a diverse population of students

Not Demonstrated Developing Proficient Accomplished Distinguished

Standard III: Teacher knows the content they teach

Not Demonstrated Developing Proficient Accomplished Distinguished

Standard IV: Teacher facilitates learning for their students

Not Demonstrated Developing Proficient Accomplished Distinguished

Standard V: Teacher reflects on their practice

Not Demonstrated Developing Proficient Accomplished Distinguished

Standard VII:

Not Demonstrated Developing Proficient Accomplished Distinguished

2. Signatures:

Superintendent or Designee's Signature (Please Print) Date

Superintendent or Designee's Email Address and Telephone Number

Principal's Signature (Please Print) Date

Teacher's Signature (Please Print) Date