

Checklist for Determining Eligibility of Nonpublic Early Education Teachers
Early Education Support Licensure and Professional Development Office (EESLPD Office)
Early Education Unit
Division of Child Development and Early Education

Goal

The checklist should be used to guide site administrators, local NC Pre-Kindergarten (NC Pre-K) contract administrators, returning lead teachers and potential applicants. Using this checklist will create consistency across the state for the selection and employment of lead teachers in nonpublic NC Pre-K classrooms as stipulated by [NC Pre-Kindergarten\(NC Pre-K\) Program Requirements – Section 6, Chapter 9 - Child Care Rules, Section .3000 N Pre-Kindergarten Services](#), and NC State Board Policy – Twenty First Century Professionals (More at Four/NC Pre-K TCP-A-002). The checklist should be used in conjunction with documents from the applicant or teacher: NC Department of Public Instruction (NCDPI) licensure or verification of college degree and Birth – Kindergarten (BK) Plan of Study from an accredited NC college or university (http://ncchildcare.nc.gov/pdf_forms/NCPre-K_ApprovedBKProgramsNC.pdf) with an approved BK Teacher Education Program.

The checklist is an electronic file and contents cannot be saved. Before closing the completed checklist, it is recommended that you print a copy for reference. Please direct questions about the use of the checklist to EESLPD Office at 919-527-6676.

Instructions for Users of the Checklist

The checklist is used for returning or potential NC Pre-K lead teachers in nonpublic schools. Read through all of the sections on the checklist and find the section that meets the education and/or licensure level of the returning NC Pre-K lead teacher or applicant. The checklist is organized in five (5) sections based on education and type of licensure held. Section five (5) specifically addresses the payment rate for eligible NC Pre-K lead teachers. Specific instructions are provided below for users of the checklist.

NOTE: In cases where the returning teacher/applicant holds a BA/BS degree and no license, complete only Section III of the checklist.

Insert Name of Returning NC Pre-K Lead Teacher/Applicant in Nonpublic School):

Insert Name of Site:

Section I. NC/Out of State/Out of Country Teacher's License

Check the applicable license held by the returning teacher/applicant. The checklist is complete if the teacher/applicant holds one of the licenses listed below in Parts A, B or C. Move to Section II if one of the licenses listed in Section I does not apply to the returning teacher/applicant.

Part A – NC BK License:

Move to Part B if license is not checked in Part A.

- NC BK SPII License
- NC Pre-K/K Add-on SPII License
- NC BK SPI License
- NC Pre-K/K Add-on SP I License

Part B – Provisional BK License:

Move to Part D if license is not checked in Part B. If a license is checked in Part B, then Part C must also be completed.

- NC SPII - Provisional BK or Pre-K/K Add-on
 - Plan of Study issued by NC accredited college/university with an approved BK Teacher Education Program or NC Regional Alternative Licensing Center (RALC).
- NC SP I - Provisional BK or Pre-K/K Add-on
 - Plan of Study issued by NC accredited college/university with an approved BK Teacher Education Program or NC RALC.
- Provisional Lateral Entry BK License
 - Plan of Study issued by NC accredited college/university with an approved BK Teacher Education Program or NC RALC.

Part C – Provisional BK or BK/Pre-K Add-on Licensure Requirements:

Returning teacher/applicant with Provisional License must successfully complete minimum of six (6) semester hours of coursework annually as prescribed on Plan of Study issued by the college/university or RALC. The grade C or higher must be achieved on each course.

- 1st Year Provisional Lateral Entry or Provisional BK/Pre-K Add-on: complete at least 6 semester hrs. from Plan of Study. Verify by unofficial transcript issued by college/university.
- 2nd Year Provisional Lateral Entry or Provisional BK/Pre-K Add-on: complete at least an additional 6 semester hrs. from Plan of Study. Proof via unofficial transcript – minimum C or better per course.
- 3rd Year – Provisional LE must complete all coursework by June 30 per Plan of Study. Provisional BK/Pre-K Add-on continues with coursework in 4th and 5th year at minimum rate of 6 additional semester hours per school year. Minimum C or better per course.

Part D – Other Types of Teacher Licensure:

Check the applicable license held by the returning teacher/applicant. If one of the licenses listed below does not apply, then move to Section II.

- Other NC Teaching License (Special Education, Elementary Education K-6, Multi-disciplinary Studies, Family and Consumer Science-Child Development)
- Out-of-State License (Early Childhood Education, Special Education, Elementary Education K-6, Multi-disciplinary Studies, Family and Consumer Science-Child Development)
- Out-of Country License or Certification - contact EESLPD Office Licensure staff at 919-527-6550.

Section II. Related BA or BS Degree without Teacher Licensure

If a teacher does not hold a teaching license, then complete Parts A, B, C, and D below in this Section. If the teacher/applicant does not hold a related degree, then move to Section III.

Check the type of degree earned, related area of study and overall grade point average (as indicated on college/university transcript).

Part A – Type of related degree earned:

- BA Masters
- BS PhD

Part B – Related area of study reflected on the BA or BS degree earned from an accredited college or university:

- Early Childhood Education
- Child Development
- Family and Child Studies
- Human Growth and Development
- Human Development and Family Studies
- Child Psychology

Part C – Related area of study reflected on the Masters or PhD degree earned from an accredited college or university:

- Early Childhood Education
- Child Development
- Family and Child Studies
- Human Growth and Development
- Human Development and Family Studies
- Child Psychology

Part D – Grade Point Average:

- Overall 2.5 GPA or higher
- Less than an overall 2.5 GPA – contact EESLPD Office at 919-527-6550.

Section III. Unrelated BA or BS Degree without Teacher Licensure

Check all that apply to the returning teacher/applicant and contact the EESLPD Office at 919-527-6676.

- Holds unrelated degree in subject areas; such as, math, science, language arts, sociology, social work, or another area of study.
- Has a Plan of Study issued by an accredited NC university or college with an approved BK Teacher Education Program or Plan of Study issued by the NC Regional Alternative Licensing Center (RALC).
- Has completed Plan of Study or enrolled to complete coursework as defined in Plan of Study issued by an approved BK Teacher Education Program or RALC.
- Completed minimum of 24 semester hours in early childhood education or child development at an accredited university or college with an overall 2.5 GPA or higher.
- Completed NC Administrative Associates degree with minimum of 24 semester hours in early childhood education or child development issued by community college.
- Completed NC Child Care Credential with minimum of 24 semester hours in early childhood education or child development issued by community college.

Payment Rates Guidance by Site Type

NC Pre-K lead teachers are eligible to be placed on the salary scale based on their type of teaching license. See NC Pre-K Frequently Asked Questions issued October 18, 2014 for the *Payment Rates Guidance by Site Type* chart at http://ncchildcare.nc.gov/pdf_forms/NCPre-K_WhatsNew.pdf, Contact the EESLPD Office at 919-527-6676 if a license has been requested by this office and is pending issuance by the NC Department of Public Instruction.