



**NORTH CAROLINA COMMUNITY COLLEGE SYSTEM**  
*Dr. R. Scott Ralls, President*

May 7, 2010

**Supersedes Numbered Memo CC98-084**

**MEMORANDUM**

**TO:** Presidents  
Chief Academic Officers

**FROM:** Kennon D. Briggs  
Executive Vice President & Chief of Staff

**SUBJECT:** Clarification of Restrictions on Instructional Contracts with Local School Administrative Units

Colleges have recently raised questions about requirements for instructional curriculum contracts with local school administrative units when public high school teachers offer college courses to high school students. Chapter 115D of the *North Carolina General Statutes* defines the restrictions that apply under these circumstances:

**§ 115D-41. Restrictions on contracts with local school administrative units; use of community college facilities by public school students pursuant to cooperative programs.**

(a) Community college contracts with local school administrative units shall not be used by these agencies to supplant funding for a public school high school teacher providing courses offered pursuant to G.S. 115D-20(4) who is already employed by the local school administrative unit. However, if a community college contracts with a local school administrative unit for a public high school teacher to teach a college level course, the community college shall not generate budget FTE for that course. Its reimbursement in this case shall be limited to the direct instructional costs contained in the contract, plus fifteen percent (15%) for administrative costs. In no event shall a community college contract with a local school administrative unit to provide high school level courses.

Further, please note that the Session Law referenced in numbered memo CC98-084 has expired. Since the provision in the Session Law was not re-enacted, the language in it is no longer effective.

The Curriculum Contract Preparation Checklist, which is published in Section 17 of the *Curriculum Procedures Reference Manual*, has been updated to reflect these provisions. You may view the manual in its entirety on the System Office website at the following address:

[http://www.nccommunitycolleges.edu/Programs/reference\\_manual2.htm](http://www.nccommunitycolleges.edu/Programs/reference_manual2.htm).

CC10-018  
Email

Presidents  
Chief Academic Officers  
Page 2  
May 7, 2010

If you have any questions concerning contracts with local school administrative units, please contact Dr. Sharon Morrissey at (919) 807-7096; [morrisseys@nccommunitycolleges.edu](mailto:morrisseys@nccommunitycolleges.edu) or Jennifer Haygood at (919) 807-7021; [haygoodj@nccommunitycolleges.edu](mailto:haygoodj@nccommunitycolleges.edu).

KDB/bs

c: Dr. R. Scott Ralls  
Dr. Sharon E. Morrissey  
Ms. Jennifer Haygood  
Ms. Q. Shanté Martin  
Dr. Judith C. Mann  
Mr. Van Wilson  
Mr. Antonio Jordan  
Dr. John Pettitt  
Ms. Elizabeth Spragins  
Program Coordinators

CC10-018  
Email