



# THE ADJUNCT TEACHER ACT

## *Model Policy*

*ExcelinEd, updated 2025*

### SECTION 1. PURPOSE

The Adjunct Teacher Act provides districts with flexibility to meet local needs and diversify course offerings. Districts can issue adjunct teaching certificates to professionals with expertise in a subject offered by the district but do not hold a teaching certificate. Adjunct teachers are full or part-time, paired with a supervising teacher, and subject to annual evaluations. Effective adjunct teachers have the opportunity to pursue a professional teaching certificate.

### SECTION 2. DEFINITIONS

“Adjunct teacher” means an individual who holds an adjunct teaching certificate in a core, non-core, or CTE subject-area offered by a school or district. School districts may hire adjunct teachers on a full-time or part-time basis.

“Adjunct teaching certificate” means a renewable one-year certificate issued by a school district to an individual who meets the requirements outlined herein and who may be employed by a school district in the state. An adjunct teaching certificate shall only be valid only within the issuing school district.

1. To earn an adjunct teaching certificate in a core subject, an individual must 1) hold a bachelor's degree AND 2) have expertise and significant professional experience in a related field OR pass a related subject-area test, including assessments aligned to the science of reading for elementary endorsements.
2. To earn an adjunct teaching certificate in a non-core subject including but not limited to Career and Technical Education, an individual must 1) hold a post-secondary degree (Associate, Bachelor, Masters, or other advanced degree) in the field they intend to teach OR 2) have expertise and significant professional experience in a related field OR 3) pass a related subject-area test OR 4) earn an industry-recognized credential in a related field.

“Core subject” means any subject classified under the domains of English language arts, mathematics, science, or social science.

“Career and Technical Education (CTE) subject” means any subject that teaches applicable real-world knowledge and skills. CTE subjects typically include classroom and hands-on learning, as well as experiences such as industry-recognized credentials and meaningful work-based learning opportunities.

“Licensing authority” means an official, agency, board, or other entity of a State that is responsible for the certification and regulation of who is authorized to teach in P-12 public educational settings.

“Industry-recognized credential” means a voluntary process through which students are assessed by an independent-third-party certifying entity using predetermined standards for knowledge, skills, and competencies, resulting in the awarded of a credential that is recognized by employers in the state, nationally or internationally.

“Non-core subject” means any subject or course offered by a school or district that does not fit the criteria of a core subject, including but not limited to fine and performing arts, and career and technical education.

“Professional teaching certificate” means a state-issued license to teach in a public P-12 classroom. A professional teaching certificate is not a restricted, probationary, provisional, substitute, or temporary credential.

“Supervising teacher” means a licensed teacher with at least three years of teaching experience and satisfactory performance evaluations who is responsible for mentoring and evaluating the progress of an adjunct teacher.



### SECTION 3. DISTRICT RESPONSIBILITIES

1. Each school district shall post on its website its requirements for issuing an adjunct teaching certificate, including how to demonstrate subject expertise and the required years of professional experience. Requirements must meet the conditions outlined in section 2.
2. Districts may renew adjunct certificates each time they renew an annual contract, provided that the adjunct teacher has been rated effective or highly effective the previous year.
3. If an adjunct teacher has met the qualifications of effective teaching as measured by the state's evaluation system AND had a positive impact on student performance for two out of three years in a row, the licensing authority may transition them to a professional teaching certificate.
4. Districts will:
  - a. appoint a supervising teacher to mentor, oversee and participate in the evaluation of each adjunct teacher's work and effectiveness;
  - b. annually evaluate each adjunct teacher in the district according to the district's state approved evaluation system;
  - c. provide adjunct teachers with the opportunity to complete state requirements for a professional teaching certificate; and
  - d. provide state and district required training such as classroom and behavior management, literacy, special education and English Language Learner (ELL) supports and requirements.
5. Districts shall not issue an adjunct teaching certificate to teach special education.
6. Districts may provide preference to adjunct teachers who wish to participate in teacher certification programs offered in or operated by the district, such as teacher residencies or registered apprenticeships.
7. Districts will annually report to the Department the number of adjunct teaching certificates issued for part-time teaching positions and full-time teaching positions, delineated by subject and/or course and grade level, pursuant to this section.
  - a. If a school in the district fills more than 10% of its teaching positions with adjunct teachers, the district must notify the state immediately. The state may request additional information or provide further support based on the hiring needs of the district.

### SECTION 4. STATE RESPONSIBILITIES

1. The Licensing Authority shall work with relevant agencies to create and maintain a list of relevant professions that may be counted toward years of significant professional experience in a related field for core, non-core, and CTE subjects. The Licensing Authority shall work with a district, at the request of the district, to determine the eligibility of applicants with experience in specific professions that do not appear on state-maintained list.
2. The Department of Education shall annually track and report on its website the number of adjunct teaching certificates issued by districts, delineated by district, school, subject area and/or course and grade level.



3. The Department of Education shall permit adjunct teachers to participate in any state sponsored teacher certification programs while they practice in a district. The Licensing Authority shall provide guidelines for participation in these programs.
4. The Licensing Authority shall create rules and regulations to allow adjunct teachers who have earned an evaluation of effective or highly effective for three years in a row to earn a professional teaching certificate.

## SECTION 5. ADJUNCT TEACHER RIGHTS

1. Individuals who are certified and employed as adjunct teachers shall have the same rights and protections enjoyed by other certified teachers in the state.
2. Any individual issued a one-year local eligibility certificate shall be considered a probationary teacher and shall be subject to the probationary terms of employment.