



# PUBLIC SCHOOLS OF NORTH CAROLINA

DEPARTMENT OF PUBLIC INSTRUCTION | Mark Johnson, *Superintendent of Public Instruction*

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## MEMORANDUM

June 3, 2019

To: Directors, Exceptional Children Programs  
Directors, State Operated Programs  
EC Coordinators, Charter Schools

From: Sherry H. Thomas, Director *SHT*  
Exceptional Children Division

**RE: Reporting of 2018-2019 Training Hours for Interpreters and Transliterators**

Educational interpreters and cued language transliterators are required to earn 15 hours of job-related training per year (G.S.115:110-2). All public schools, including charter schools, report to the Exceptional Children Division the training that their interpreters/transliterators have earned each school year.

The focus on job-related training is to improve the professional's knowledge and skill and ensure students with hearing loss who require an interpreter or transliterator as a related service, accommodation or supplemental aid or service, can access the curriculum and the total school environment in accordance with FAPE. Training includes participation in DPI-sponsored interpreter and transliterator trainings; onsite or online North Carolina Registry of Interpreters for the Deaf (NCRID) and Registry of Interpreters for the Deaf (RID) sponsored workshops; and college and university courses that are directly related to interpreting and transliterating.

The process for reporting training hours is completely electronic this year. You may access the form by using this link, <https://bit.ly/2GQJwpy>. One form should be completed for each interpreter or transliterator that you employ or with whom you contract. Training hours from July 1, 2018, to June 30, 2019 should be reported by July 15, 2019.

If you have any questions, please contact Antwan Campbell, [antwan.campbell@dpi.nc.gov](mailto:antwan.campbell@dpi.nc.gov), 919-807-3272.

SHT/SV/tt

### EXCEPTIONAL CHILDREN DIVISION

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