

CHAPTER 3 - CONTROLLER'S OFFICE

SECTION .0100 - GENERAL PROVISIONS

16 NCAC 03 .0101 RESPONSIBILITIES

16 NCAC 03 .0102 ORGANIZATION

*History Note: Authority G.S. 115C-29;
 Eff. February 1, 1976;
 Repealed Eff. January 1, 1985.*

16 NCAC 03 .0103 LITERARY FUND: REGULATIONS

*History Note: Authority G.S. 115C-458;
 Eff. February 1, 1976;
 Repealed Eff. August 1, 1984.*

16 NCAC 03 .0104 DIRE EMERGENCY LOANS
16 NCAC 03 .0105 THE RODMAN TRUST FUND

*History Note: Authority G.S. 115C-410; 115C-466
 Eff. February 1, 1976;
 Repealed Eff. January 1, 1985.*

SECTION .0200 - DIVISION OF AGENCY SERVICES

16 NCAC 03 .0201 GENERAL PROVISIONS

16 NCAC 03 .0202 ORGANIZATION

*History Note: Authority G.S. 115C-29; 143-48 through 143-63.1;
 Eff. February 1, 1976;
 Repealed Eff. January 1, 1985.*

SECTION .0300 - DIVISION OF MANAGEMENT INFORMATION SYSTEMS

16 NCAC 03 .0301 GENERAL PROVISIONS

16 NCAC 03 .0302 ORGANIZATION

*History Note: Authority G.S. 115C-29;
 Eff. February 1, 1976;
 Repealed Eff. January 1, 1985.*

16 NCAC 03 .0303 GUIDELINES FOR SALARY INCREASES FOR CLERICAL ASSISTANTS

*History Note: Authority Section 21.1 of Chapter 983, Session Laws 1976;
 Eff. July 1, 1976;
 Repealed Eff. September 10, 1979.*

SECTION .0400 - AUDITING AND ACCOUNTING

16 NCAC 03 .0401 GENERAL PROVISIONS

16 NCAC 03 .0402 ORGANIZATION

*History Note: Authority G.S. 115C-29;
 Eff. February 1, 1976;*

Repealed Eff. January 1, 1985.

16 NCAC 03 .0403 SICK LEAVE REGULATIONS
16 NCAC 03 .0404 SUBSTITUTE TEACHER

History Note: Filed as an Emergency Amendment [(b),(d), (f)(2)(B), (f)(5)(B)] Eff. April 18, 1979 for a Period of 60 Days to Expire on June 17, 1979; Statutory Authority G.S. 115C-12(8); 115C-29; S.L. 1979, c. 838, s. 56; Eff. February 1, 1976; Amended Eff. April 1, 1982; February 21, 1980; July 1, 1977; April 2, 1976; Made Permanent with Change Eff. June 17, 1979; Amended Eff. April 1, 1982; Repealed Eff. July 1, 1984.

16 NCAC 03 .0405 SICK LEAVE FOR EMPLOYEES NOT COVERED IN 16 NCAC 3 .0403
16 NCAC 03 .0406 STATE SALARY SCHEDULES: DEFINITIONS AND INTERPRETATIONS
16 NCAC 03 .0407 SALARIES OF CERTIFIED PERSONNEL
16 NCAC 03 .0408 EXPERIENCE INCREMENTS
16 NCAC 03 .0409 MISCELLANEOUS

History Note: Authority G.S. 115C-29; 115C-284(c); 115C-296; 115C-315(d); Eff. February 1, 1976; Amended Eff. January 7, 1981; September 15, 1980; September 10, 1979; November 4, 1977; Repealed Eff. January 1, 1985.

16 NCAC 03 .0410 PROPERTY AND COST CLERKS

History Note: Authority G.S. 115-16; 115-17; Eff. February 1, 1976; Repealed Eff. September 10, 1979.

16 NCAC 03 .0411 COMPUTATION OF SALARIES PAID: STATE PUBLIC SCHOOL FUND
16 NCAC 03 .0412 STATE ADOPTED SALARY SCHEDULE: SUPERINTENDENTS
16 NCAC 03 .0413 SALARY SCHEDULE: ASSOCIATE AND ASSISTANT SUPERINTENDENT
16 NCAC 03 .0414 STATE ADOPTED SALARY SCHEDULE: CLASSIFIED PRINCIPALS

History Note: Authority G.S. 115C-29; 115C-284(c); 115C-296; 115C-315(d); Eff. February 1, 1976; Amended Eff. September 15, 1980; September 10, 1979; November 4, 1977; July 1, 1976; Repealed Eff. January 1, 1985.

16 NCAC 03 .0415 SALARY: BUILDING PRINCIPALS: 10 MONTHS EMPLOYMENT

History Note: Authority G.S. 115-16; 115-153; Eff. February 1, 1976; Amended Eff. November 4, 1977; July 1, 1976; Repealed Eff. September 15, 1980.

16 NCAC 03 .0416 SALARY SCHEDULE: SUPERVISORS: DIRECTORS: COORDINATORS
16 NCAC 03 .0417 STATE ADOPTED SALARY SCHEDULE: CLASSROOM TEACHERS
16 NCAC 03 .0418 STATE ADOPTED SALARY SCHEDULE: VOCATIONAL EDUCATION
16 NCAC 03 .0419 BUDGET AND FISCAL CONTROL ACT: TEST PILOTING

History Note: Authority G.S. 115C-429;
Eff. February 1, 1976;
Amended Eff. September 15, 1980; September 10, 1979; November 4, 1977;
July 1, 1976;
Repealed Eff. January 1, 1985.

16 NCAC 03 .0420 BUDGET AND FISCAL CONTROL ACT: USE OF PRESENT FORMS

History Note: Authority G.S. 115-100.9(b);
Eff. February 1, 1976;
Repealed Eff. September 10, 1979.

16 NCAC 03 .0421 APPORTIONMENT OF COUNTY APPROPRIATIONS

History Note: Authority G.S. 115C-437;
Eff. February 1, 1976;
Repealed Eff. January 1, 1985.

16 NCAC 03 .0422 LONGEVITY PAY PLAN FOR PUBLIC SCHOOLS
16 NCAC 03 .0423 SPECIAL COMPENSATION: BONUS PAYMENT

History Note: Authority S.L. 1977, c. 802, s. 44.1; S.L. 1979, c.1137, s. 20;
Eff. November 4, 1977.
Amended Eff. September 15, 1980; September 10, 1979;
Repealed Eff. January 1, 1985.

SECTION .0500 - DIVISION OF INSURANCE

16 NCAC 03 .0501 GENERAL PROVISIONS
16 NCAC 03 .0502 ORGANIZATION
16 NCAC 03 .0503 INSURANCE ON PUBLIC SCHOOL PROPERTY

History Note: Authority G.S. 115C-535;
Eff. February 1, 1976;
Amended Eff. July 1, 1981;
Repealed Eff. January 1, 1985.

SECTION .0600 - TEACHER ALLOTMENT AND GENERAL CONTROL

16 NCAC 03 .0601 GENERAL PROVISIONS
16 NCAC 03 .0602 ORGANIZATION
16 NCAC 03 .0603 TEACHER ALLOTMENT POLICIES AND REGULATIONS
16 NCAC 03 .0604 CLASS SIZE LIMIT
16 NCAC 03 .0605 REVISION OF THE ALLOTMENT OF TEACHERS AFTER TERM BEGINS
16 NCAC 03 .0606 NORTH CAROLINA PUBLIC SCHOOL REGISTER
16 NCAC 03 .0607 PUPIL ACCOUNTING FOR EXTENDED SCHOOL DAY PROGRAM

History Note: Filed as an Emergency Amendment [(c)(2)(F)] Eff. June 14, 1978 for a Period of 120 Days to Expire on
October 12, 1978;
Authority G.S. 115C-12(6); 115C-29; 115C-28; 115C-30;
Eff. February 1, 1976;
Emergency Amendment [(c)(2)(F)] Made Permanent Eff. October 12, 1978;
Amended Eff. July 1, 1984; September 15, 1980; September 10, 1979;
Repealed Eff. January 1, 1985.

16 NCAC 03 .0608 SCHOOL ATTENDANCE COUNSELORS: ALLOTMENTS

History Note: Authority G.S. 115-16; 115-168;
 Eff. February 1, 1976;
 Amended Eff. November 4, 1977; July 1, 1976;
 Repealed Eff. September 10, 1979.

16 NCAC 03 .0609 ASSOCIATE AND ASSISTANT SUPERINTENDENTS: ALLOTMENTS
16 NCAC 03 .0610 SUPERVISORS: ALLOTMENT

History Note: Authority G.S. 115C-28; 115C-29;
 Eff. February 1, 1976;
 Amended Eff. July 1, 1984; January 28, 1981; September 15, 1980; September 10, 1979;
 Repealed Eff. January 1, 1985.

16 NCAC 03 .0611 INSTRUCTIONAL PERSONNEL: READING: MATH: ARTS

History Note: Authority G.S. 115-16; 115-17;
 Eff. February 1, 1976;
 Repealed Eff. September 10, 1979.

16 NCAC 03 .0612 STAFF DEVELOPMENT (K-12)

History Note: Authority G.S. 115C-28; 115C-29;
 Eff. February 1, 1976;
 Amended Eff. July 1, 1984; September 10, 1979;
 Repealed Eff. January 1, 1985.

16 NCAC 03 .0613 SUPPORT PERSONNEL: HEALTH AND SOCIAL SERVICES

History Note: Authority G.S. 115-16; 115-17;
 Eff. February 1, 1976;
 Amended Eff. September 10, 1979;
 Repealed Eff. September 15, 1980.

16 NCAC 03 .0614 OTHER EXPENSE: ADMINISTRATIVE COST
16 NCAC 03 .0615 CONSOLIDATION OF UNITS
16 NCAC 03 .0616 CLERICAL ASSISTANTS

History Note: Authority G.S. 115C-29;
 Eff. February 1, 1976;
 Amended Eff. July 1, 1984; September 15, 1980; September 10, 1979;
 November 4, 1977;
 Repealed Eff. January 1, 1985.

16 NCAC 03 .0617 FUNDS FOR PHYSICAL EDUCATION: K-6

History Note: Authority G.S. 115-16;
 Eff. February 1, 1976;
 Repealed Eff. September 10, 1979.

16 NCAC 03 .0618 GROUP INSURANCE RULES AND REGULATIONS

History Note: Filed as a Temporary Rule Eff. March 30, 1983 for a Period of
 94 Days to Expire July 1, 1983;

*Statutory Authority G.S. 115C-340; 115C-342;
Curative Repealed Eff. July 1, 1983.*

16 NCAC 03 .0619 GROUP INSURANCE RULES AND REGULATIONS

*History Note: Authority G.S. 115C-340; 115C-342;
 Eff. July 1, 1983;
 Amended Eff. July 1, 1984;
 Repealed Eff. January 1, 1985.*

SECTION .0700 - PUPIL TRANSPORTATION: SCHOOL BUS MAINTENANCE AND SUPERVISION

16 NCAC 03 .0701 GENERAL PROVISIONS

16 NCAC 03 .0702 ORGANIZATION

*History Note: Authority G.S. 115C-28; 115C-29; 115C-239 through 115C-244;
 Eff. February 1, 1976;
 Amended Eff. September 18, 1981; May 18, 1979;
 Repealed Eff. January 1, 1985.*

16 NCAC 03 .0703 SUMMER SCHOOL TRANSPORTATION

16 NCAC 03 .0704 KINDERGARTENS

*History Note: Authority G.S. 115-36; 115-205;
 Eff. February 1, 1976;
 Repealed Eff. May 18, 1979.*

16 NCAC 03 .0705 SPECIAL PURPOSES

*History Note: Authority G.S. 115C-242;
 Eff. February 1, 1976;
 Repealed Eff. January 1, 1985.*

16 NCAC 03 .0706 ADDITIONAL ALLOCATION

*History Note: Authority G.S. 115-181;
 Eff. February 1, 1976;
 Repealed Eff. September 17, 1981.*

16 NCAC 03 .0707 CONTRACT TRANSPORTATION OF PUPILS

*History Note: Authority G.S. 115C-253;
 Eff. February 1, 1976;
 Repealed Eff. January 1, 1985.*

16 NCAC 03 .0708 TRANSPORTATION OF EXCEPTIONAL CHILDREN

*History Note: Authority G.S. 115-11.1;
 Eff. February 1, 1976;
 Amended Eff. January 7, 1981; September 15, 1980;
 Repealed Eff. September 17, 1981.*

16 NCAC 03 .0709 TRANSPORTATION OF HANDICAPPED CHILDREN

16 NCAC 03 .0710 TRANSPORTATION SUPERVISORS: FORMULA FOR FUND ALLOTMENT

History Note: Authority G.S. 115-11.1; 115-181;
Eff. February 1, 1976;
Repealed Eff. May 18, 1979.

16 NCAC 03 .0711 TRANSPORTATION ALLOTMENTS

History Note: Authority G.S. 115-181;
Eff. February 1, 1976;
Amended Eff. September 10, 1979; May 18, 1979;
Repealed Eff. September 17, 1981.

16 NCAC 03 .0712 SALARY: TRANSPORTATION SUPERVISORS AND MECHANICS

History Note: Authority G.S. 115-181;
Eff. February 1, 1976;
Repealed Eff. May 18, 1979.

16 NCAC 03 .0713 SCHOOL BUS DRIVER QUALIFICATIONS

History Note: Authority G.S. 20-11(a); 20-218; 115C-240; 115C-323;
Eff. February 1, 1976;
Repealed Eff. January 1, 1985.

16 NCAC 03 .0714 RULES AND REGULATIONS ON THE MAINTENANCE OF SCHOOL BUSES
16 NCAC 03 .0715 SCHOOL BUS INSPECTION

History Note: Authority G.S. 115C-240;
Eff. September 1, 1977;
Amended Eff. May 18, 1979;
Repealed Eff. January 1, 1985.

16 NCAC 03 .0716 TRANSPORTATION SUPERVISOR II
16 NCAC 03 .0717 TRANSPORTATION SUPERVISOR I
16 NCAC 03 .0718 MECHANIC FOREMAN
16 NCAC 03 .0719 TRANSPORTATION SUPERVISOR I
16 NCAC 03 .0720 MECHANIC FOREMAN
16 NCAC 03 .0721 TRANSPORTATION SUPERVISOR I

History Note: Authority G.S. 115-181.1;
Eff. September 1, 1977;
Repealed Eff. May 18, 1979.

16 NCAC 03 .0722 DISQUALIFICATIONS OF SCHOOL BUS DRIVERS
16 NCAC 03 .0723 INSTRUCTION OF SCHOOL BUS PASSENGERS
16 NCAC 03 .0724 EVALUATION OF SUPERVISORY AND SAFETY PRACTICES
16 NCAC 03 .0725 SEATING OF SCHOOL BUS PASSENGERS
16 NCAC 03 .0726 LOCAL RULES AND REGULATIONS
16 NCAC 03 .0727 SCHOOL BUS PURCHASES

History Note: Authority G.S. 115C-240; 115C-249;
Eff. April 18, 1979;
Repealed Eff. January 1, 1985.

16 NCAC 03 .0728 RULES AND REGULATIONS FOR GASOLINE CONSERVATION

History Note: Filed as an Emergency Regulation Eff. August 3, 1979, for a Period of 120 Days to Expire December 1, 1979;
Statutory Authority G.S. 115C-240;
Made Permanent Eff. December 1, 1979;
Amended Eff. January 1, 1984;
Repealed Eff. January 1, 1985.

16 NCAC 03 .0729 CONTRACT TRANSPORTATION IN CITIES

History Note: Authority G.S. 115C-253;
Eff. July 1, 1980;
Repealed Eff. January 1, 1985.

16 NCAC 03 .0730 REPLACEMENT OF VANS

History Note: Authority G.S. 115C-250(a);
Eff. January 7, 1980;
Repealed Eff. January 1, 1985.

16 NCAC 03 .0731 ALLOCATION OF OPERATIONAL FUNDS

History Note: Authority G.S. 115C-240(f);
Eff. September 18, 1981;
Repealed Eff. January 1, 1984.

16 NCAC 03 .0732 ALLOCATION OF PERSONNEL AND FUNDS

History Note: Authority G.S. 115C-240;
Eff. September 18, 1981;
Amended Eff. October 21, 1981;
Repealed Eff. January 1, 1985.

16 NCAC 03 .0733 ALLOTMENT OF FUNDS: PRINCIPALS BUS TRAVEL IN ROUTING

History Note: Authority G.S. 115-181;
Eff. April 1, 1982;
Repealed Eff. January 1, 1985.

16 NCAC 03 .0734 BUDGETS

History Note: Authority G.S. 115C-240(f);
Eff. January 1, 1984;
Repealed Eff. January 1, 1985.

SECTION .0800 - SCHOOL BUS SPECIFICATION: BUS CHASSIS

- 16 NCAC 03 .0801 GENERAL**
- 16 NCAC 03 .0802 MINIMUM REQUIREMENTS**
- 16 NCAC 03 .0803 WEATHER PROTECTION**
- 16 NCAC 03 .0804 AIR CLEANER**
- 16 NCAC 03 .0805 AXLES**
- 16 NCAC 03 .0806 BATTERY**
- 16 NCAC 03 .0807 BRAKES**
- 16 NCAC 03 .0808 BUMPER**
- 16 NCAC 03 .0809 CLUTCH**

16 NCAC 03 .0810	DRIVELINE
16 NCAC 03 .0811	ENGINE
16 NCAC 03 .0812	EXHAUST SYSTEM
16 NCAC 03 .0813	FENDERS
16 NCAC 03 .0814	FRAME
16 NCAC 03 .0815	FUEL TANK
16 NCAC 03 .0816	GENERATOR
16 NCAC 03 .0817	GOVERNORS
16 NCAC 03 .0818	HORNS
16 NCAC 03 .0819	IGNITION
16 NCAC 03 .0820	LIGHTS
16 NCAC 03 .0821	INSTRUMENT PANEL
16 NCAC 03 .0822	LUBRICATION SYSTEM
16 NCAC 03 .0823	OIL FILTER
16 NCAC 03 .0824	OPENINGS
16 NCAC 03 .0825	PAINT
16 NCAC 03 .0826	RADIATOR
16 NCAC 03 .0827	SHOCK ABSORBERS
16 NCAC 03 .0828	SPRINGS
16 NCAC 03 .0829	STEERING
16 NCAC 03 .0830	TIRES
16 NCAC 03 .0831	TOOLS
16 NCAC 03 .0832	TRANSMISSION
16 NCAC 03 .0833	WHEELS
16 NCAC 03 .0834	SERIAL NUMBER PLATE
16 NCAC 03 .0835	TOW HOOKS
16 NCAC 03 .0836	SMALL SCHOOL BUS CHASSIS
16 NCAC 03 .0837	METROPOLITAN AND CAB OVER TYPE CHASSIS

History Note: Authority G.S. 115-181;
Eff. February 1, 1976;
Repealed Eff. May 18, 1979.

SECTION .0900 - SCHOOL BUS BODIES

16 NCAC 03 .0901	SCHOOL BUS SPECIFICATION: SCHOOL BUS BODIES
16 NCAC 03 .0902	SCHOOL BUS SPECIFICATIONS: BODIES: GENERAL
16 NCAC 03 .0903	BODY CONSTRUCTION
16 NCAC 03 .0904	BODY FLOOR
16 NCAC 03 .0905	BODY FRAME
16 NCAC 03 .0906	EXTERIOR PANELING: GUARD RAILS: BODY TESTS: INTERIOR
16 NCAC 03 .0907	SEATING
16 NCAC 03 .0908	STANCHIONS AND SAFETY BARS
16 NCAC 03 .0909	ELECTRICAL SYSTEM
16 NCAC 03 .0910	HEATING AND VENTILATING
16 NCAC 03 .0911	INSULATION MATERIAL AND LOCATION
16 NCAC 03 .0912	DOORS
16 NCAC 03 .0913	WINDOWS AND WINDSHIELD GLASS
16 NCAC 03 .0914	BATTERY CARRIER
16 NCAC 03 .0915	REAR BUMPER
16 NCAC 03 .0916	ACCESSORIES
16 NCAC 03 .0917	MOUNTING
16 NCAC 03 .0918	METAL TREATMENT AND PAINTING: LETTERING: PROTECTION
16 NCAC 03 .0919	SMALL SCHOOL BUS BODIES
16 NCAC 03 .0920	METROPOLITAN AND CAB OVER TYPE BODY

History Note: Authority G.S. 115-181;
Eff. February 1, 1976;
Repealed Eff. May 18, 1979.

SECTION .1000 - TEXTBOOKS

16 NCAC 03 .1001 **GENERAL PROVISIONS**
16 NCAC 03 .1002 **ORGANIZATION**
16 NCAC 03 .1003 **HIGH SCHOOL TEXTBOOKS: STATE APPROPRIATION**
16 NCAC 03 .1004 **DISPOSITION OF OLD TEXTBOOKS**
16 NCAC 03 .1005 **INVENTORY CONTROL AND DISTRIBUTION**
16 NCAC 03 .1006 **BASIC FOR DISTRIBUTION: ELEMENTARY BASIC BOOKS**

History Note: Authority G.S. 115C-28; 115C-29; 115C-89;
Eff. February 1, 1976;
Amended Eff. July 1, 1976;
Repealed Eff. January 1, 1985.

SECTION .1100 - PERSONNEL

16 NCAC 03 .1101 **GENERAL PROVISIONS**
16 NCAC 03 .1102 **ORGANIZATION**

History Note: Authority G.S. 115C-28; 115C-29;
Eff. February 1, 1976;
Repealed Eff. January 1, 1985.

SECTION .1200 - DIVISION OF PLANT OPERATION

16 NCAC 03 .1201 **GENERAL PROVISIONS**
16 NCAC 03 .1202 **ORGANIZATION**

History Note: Authority G.S. 115C-28; 130-170.01; 130-170.02; S.L. 1975, c. 941;
Eff. February 1, 1976;
Amended Eff. July 1, 1976;
Repealed Eff. January 1, 1985.

SECTION .1300 - OPERATION OF PLANT

16 NCAC 03 .1301 **GENERAL PROVISIONS**
16 NCAC 03 .1302 **ALLOTMENTS**

History Note: Authority G.S. 115C-28;
Eff. September 10, 1979;
Amended Eff. March 22, 1981;
Repealed Eff. January 1, 1985.

16 NCAC 03 .1303 **ENERGY MANAGEMENT POLICY: OPERATION OF PHYSICAL PLANT**

History Note: Filed as an Emergency Regulation Eff. August 3, 1979, for a Period of
120 Days to Expire December 1, 1979.
Statutory Authority G.S. 115C-28;
Made Permanent Eff. December 1, 1979;
Repealed Eff. January 1, 1985.

