

Arkansas Department of Education
Rules Governing Eligibility and Financial Incentives For
National Board for Professional Teaching Standards
Candidacy and Certification Program
September 2010
, 2016

1.00 Regulatory Authority

- 1.01 These rules shall be known as the Arkansas Department of Education ~~(Department)~~ Rules Governing the National Board for Professional Teaching Standards Program (NBPTS Program).
- 1.02 These rules are enacted under the State Board of Education's ~~(State Board)~~ authority pursuant to Ark. Code Ann. §§6-11-105, 6-17-412, and 6-17-413.

2.00 Purpose

- 2.01 To improve student learning by strengthening teaching and to encourage teachers to participate in and complete NBPTS certification by authorizing the Department to pay ~~full tuition~~ the program component costs for NBPTS candidacy and certification and incentive bonuses to participants and by establishing eligibility requirements.
- 2.02 To outline the establishment of a support program for NBPTS, ~~and~~.
- 2.03 To establish the mechanism for the selection of teacher participants, ~~as determined by the amount of funding available for the program~~.

3.00 Definitions [These have been renumbered in alphabetical order of the term]

For the purposes of these rules, the following terms shall mean:

~~3.01 —“Completion of the certification process” will be defined as officially being recognized as a National Board Certified Teacher (NBCT) by the NBPTS. Moved to 3.03~~

3.01 “Classroom setting” for purposes of candidacy means full-time assignment to an Arkansas public school building or buildings in which a teacher works directly with a student or students and for purposes of any bonus under these rules means full-time assignment to a setting in a school building(s) or other instructional settings cited in Section 3.02.1 where an NBCT is directly involved in the

instructional process by teaching children, by facilitating the instructional process through work with building teachers in classrooms, or by serving in the role of building-level administrator.

3.02 “Classroom teacher” means a person employed with an educational entity full-time, as verified by the educational entity under Section 8.00 of these rules, who is required to hold a standard teaching license from the Department, and who is engaged directly in instruction with students in a *classroom setting* for more than seventy percent (70%) of the individual’s contracted time.

3.02.1 The 70% may include time spent in the following types of service or positions:

3.02.1.1 Regularly scheduled instructional preparation time during the regular school day;

3.02.1.2 A maximum of one period per day service as an instructional department chair;

3.02.1.3 Service as a master teacher in an Arkansas public school or public charter school;

3.02.1.4 Service as a mentor to a novice teacher;

3.02.1.5 Participation in State Board approved teaching excellence programs such as Arkansas Teacher of the Year;

3.02.1.6 Employment by an educational service cooperative when the teacher provides direct student services for a collaborative of school districts in public school buildings and other instructional settings throughout the cooperative area; and

3.02.1.7 Instructional positions such as library/media specialist, school guidance counselor, literacy specialist, math specialist or others for whom NBPTS certificates specifically exist.

3.02.2 District curriculum administrators and program administrators are eligible for the payment of National Board fees and bonuses provided that they: (1) hold a standard teaching license from the Department; (2) are engaged directly in instruction in a *classroom setting* for more than seventy percent (70%) of their contracted time as set forth above; and (3) provide to the Department the verification under Section 8.01 of these Rules that they fulfill the foregoing requirements.

- 3.03 ~~“Completion of **Complete** the certification process” will be defined as officially being recognized~~ **“Completion of **Complete** the certification process”** ~~means the official NPBTS recognition~~ as a National Board Certified Teacher (NBCT) ~~by the NBPTS.~~
- 3.04 **“Department”** means the Arkansas Department of Education.
- 3.05 **“Educational entity”** means an Arkansas public school, public charter school, or education service cooperative.
- 3.06 **“Full-time”** means employed under contract with an educational entity for a full day each day of the contract for the school year in a qualifying position under Sections 3.01 and 3.02 of these rules, and as verified under Section 8.01.
- 3.07 **“Initial certification”** means the ten-year period following the first certificate awarded to a NBCT. After the NBPTS begins issuing five-year certificates, initial certification will include the first five (5) years of certification and the first sequential five-year renewal.
- 3.08 **“National Board for Professional Teaching Standards” or “NBPTS”** ~~will be defined as an~~ means the independent board which reliably identifies and certifies teachers who meet advanced standards and certifications by effectively enhancing student learning and demonstrating the high level of knowledge and skills, dispositions, and commitments reflected in the following five NBPTS core propositions:
- ~~3.2.1—Teachers are committed to students and their learning.~~
 - ~~3.2.2—Teachers know the subjects they teach and how to teach those subjects to students.~~
 - ~~3.2.3—Teachers are responsible for managing and monitoring student learning.~~
 - ~~3.2.4—Teachers think systematically about their practice and learn from experience.~~
 - ~~3.2.5—Teachers are members of learning communities.~~
- ~~3.3—“A support program for candidates” is a comprehensive process of technical and financial assistance provided to program applicants to ensure successful program completion, as Ark. Code Ann. §6-17-413 allows.~~
- 3.09 **“NBCT”** means National Board Certified Teacher, as designated by the NBPTS.
- 3.10 **“NBPTS Program”** means the state program for funding NBCT candidates under these rules.

3.11 ~~“The NBPTS Program Advisory Committee”~~ or ~~(the “Advisory Committee”)~~ is a ~~ten (10) ten-~~member team of three (3) National Board Certified Teachers, three (3) National Board facilitators, and four (4) educational administration or business representatives, to include one ~~(1)~~ Department staff member, which will advise the Department on policy issues, assist in the support system, and select candidates based on relevant criteria when all candidates cannot be funded; such criteria to be established by the ~~Advisory~~ Committee in accordance with law and with final review and approval by the State Board.

~~3.5~~ ~~“Classroom teacher” means a teacher who is required to hold a standard teaching license from the Department and who is engaged directly in instruction with students in a classroom setting for more than seventy percent (70%) of the individual’s contracted time, with that 70% allowed to include:~~ Moved to 3.02

~~3.5.1~~ ~~Regularly scheduled instructional preparation time during the regular school day;~~

~~3.5.2~~ ~~A maximum of one period per day service as an instructional department chair;~~

~~3.5.3~~ ~~Service as a master teacher in a charter school;~~

~~3.5.4~~ ~~Service as a mentor to a novice teacher;~~

~~3.5.5~~ ~~Employment by an educational service cooperative when the teacher provides direct student services for a collaborative of school districts in public school buildings and other instructional settings throughout the cooperative area; and~~

~~3.5.6~~ ~~Instructional positions such as library/media specialist, school guidance counselor, literacy specialist, math specialist or others for whom NBPTS certificates specifically exist.~~

~~3.5.7~~ ~~District curriculum administrators and program administrators are eligible for the payment of National Board fees and bonuses provided that they: (1) hold a standard teaching license from the Department; (2) are engaged directly in instruction in a classroom setting for more than seventy percent (70%) of their contracted time as set forth above; and (3) provide to the Department written certification that they fulfill the foregoing requirements in accordance with Section 8.01 of these Rules.~~ Moved to 3.02

~~3.6~~ ~~“Classroom setting” for purposes of candidacy means full time assignment to a setting in a specific Arkansas public school building or buildings in which a teacher works directly with a student or students and for purposes of a starting or~~

~~a yearly bonus means full-time assignment to a setting in a school building(s) or other instructional settings cited in §3.05.05 where an NBCT is directly involved in the instructional process by teaching children, by facilitating the instructional process through work with building teachers in classrooms, or by serving in the role of building administrator, or assistant building administrator.~~ Moved to 3.01

~~3.7 “Higher education eligibility” refers to teachers who have worked a minimum of three (3) years with National Board certification as a classroom teacher, building-level principal or building level assistant principal in an Arkansas public school district before full-time employment as a teacher in an accredited teacher-preparation program at a state-sponsored institution of higher education.~~ Term is not used, but provision is incorporated in Section 6.03]

3.12 “State Board” means the Arkansas State Board of Education.

3.13 “Starting bonus” means a one-time bonus payment in the amount of \$5,000 given during the school year in which an individual first obtains National Board certification. The amount is \$5,000. This provision shall apply only to the extent that necessary funds are appropriated to the Department.

3.14 “Support program for candidates” means a comprehensive process of technical assistance provided to program applicants to ensure successful program completion, as Ark. Code Ann. §6-17-413 allows.

~~3.9 “Yearly bonus” means a bonus that a NBCT receives in each of years two (2) through ten (10) of the 10-year life of the certificate. The amount is \$5,000. This provision shall apply only to the extent that necessary funds are appropriated to the Department.~~ Moved to 3.17 and amended.

3.15 “Three (3) continuous years” means the three-year period following certification that includes the year of certification and the two (2) years immediately following certification.

3.16 “Three (3) years of teaching in the Arkansas public school system,” as required for state support of candidacy, shall be is credited beginning no earlier than the year in which the initial a first-time license to teach in an Arkansas public school is issued.

3.17 “Yearly bonus” means a payment in the amount \$5,000 that a NBCT receives annually under Section 6.02. This provision shall apply only to the extent that necessary funds are appropriated to the Department.

4.00 Selection Process and Requirements for NBPTS Program Support

4.01 Qualified NBPTS Program applicants will establish eligibility for state funding of

NBPTS Program components by:

- 4.01.1 Successfully completing the official application process established by the Department;
- 4.01.2 Never having received any prior state funding for participation in a certification area in the NBPTS Program;
- 4.01.3 Verifying at least three (3) years of teaching experience in the Arkansas public schools system ~~that can include the years following initial licensure~~, a current standard Arkansas teaching license, and current full-time employment as an Arkansas public school *classroom teacher* in a *classroom setting*; and
- 4.01.4 Teaching in an area that correlates to an available and suitable National Board certificate area.
- 4.02 When candidate demands exceed funding availability, the NBPTS Advisory Committee will review and recommend to the Department an appropriate selection number of candidates to be funded.

~~4.3 At the time that the National Board establishes a certification for school administrators and an Arkansas district level central office administrator becomes national board certified, the district level central office administrator will be eligible to receive incentive bonuses in the amount awarded to NBCTs for every year for the life of the NBPTS administrator's certificate.~~

~~4.4 Achieving NBCT status prior to renewal of the Arkansas standard teaching license satisfies professional development requirements for the one year teaching license renewal period. The Department will supply the appropriate form to be submitted with the teaching license renewal documents.~~

~~4.4.1 Achieving a total score of 225 across all of the ten entries submitted to the NBPTS satisfies one half of the professional development requirements for the period between the beginning and end of one renewal period.~~

5.00 Payment of Fees and Bonuses Component Costs for NBPTS Candidacy and Certification

- 5.01 Provisions of this Section 5.00 apply only to the extent that necessary funds are appropriated and available to the Department.
- 5.02 The Department shall pay full tuition for the cost of the selected candidate's initial NBPTS program components ~~initial participation fee, one retake entry fee,~~ and up

to three (3) days of school release time to qualified teacher applicants ~~as funds are available~~ under one of the following options:

5.02.1 **Option 1:** A candidate may complete the full application process for state support that includes meeting the minimum application score established by the Advisory Committee and approved by the State Board.

5.02.2 **Option 2:** A candidate may pay for the cost of the first certification component and within sixty (60) days after the candidate passes the submitted component, may apply to the Department for reimbursement of that cost and for state support of the remaining certification components.

5.03 The candidate is responsible for payment of the NBPTS application fee and for any retake fees.

5.04 A candidate who receives state support is subject to the repayment provisions of Section 7.00 of these rules.

6.00 Payment of Bonuses for NBCT Certification

6.01 The Department shall pay a *starting bonus* in the first year of *initial certification* for a candidate selected under Section 4.00 ~~and a yearly retention bonus for each of the remaining nine years of the ten-year certificate to any NBCT who is employed in an Arkansas public school district (except as prescribed in Section 5.02.1) as a teacher in accordance with Section 3.05-3.06~~ of these rules.

6.02 The Department shall pay a *yearly bonus* for each of the remaining years of *initial certification* (as defined in Section 3.07).

6.03 ~~This~~ The yearly bonus will be paid to an NBCT who:

5.2.1 ~~Eligible NBCTs participating in State Board approved teaching excellence programs such as Arkansas Teacher of the Year, or~~ Moved to 3.02.1.5

5.2.2 ~~Any NBCT who has successfully completed the NBPTS certification as a classroom teacher and is employed in an Arkansas public school district as a building administrator or assistant building administrator, or~~

6.03.1 Is employed according to Sections 3.01 and 3.02 of these rules;

6.03.2 Is currently employed full-time as a building-level administrator in an Arkansas educational entity;

6.03.3 Is currently employed full-time in an ADE-approved teacher preparation program at an institution of higher education after:

6.03.3.1 Receiving National Board certification on or after August 1, 2009; and

6.03.3.2 Working full-time for an Arkansas educational entity for a minimum of three (3) years with National Board certification as a classroom teacher or building-level administrator;

6.03.4 Moves into the state, registers with the NBPTS program, and meets the remaining qualifications for employment under these rules; or

6.03.5 Is an Arkansas-licensed teacher who personally pays all expenses of NBPTS candidacy, becomes a NBCT, registers with the NBPTS program, and meets the remaining qualifications for employment under these rules.

6.04 After the effective date of these rules, a yearly bonus will be paid in the remaining years of a renewed ten-year certificate based only on the following:

6.04.1 The NBCT:

6.04.1.1 Completed a submission for renewal to NBPTS before June 1, 2016, and was renewed; and

6.04.1.2 Meets the requirements of 6.03; and

6.04.2 Subject to Section 10.0, for a maximum of five (5) years, as shown below:

<u>Number of years remaining on a renewed 10-yr certificate:</u>	<u>Yearly Bonus Available in Year:</u>				
	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<u>5 or more</u>	<u>\$ 5,000</u>	<u>\$ 4,000</u>	<u>\$ 3,000</u>	<u>\$ 2,000</u>	<u>\$ 1,000</u>
<u>4</u>	<u>\$ 5,000</u>	<u>\$ 4,000</u>	<u>\$ 3,000</u>	<u>\$ 2,000</u>	<u>\$ -0-</u>
<u>3</u>	<u>\$ 5,000</u>	<u>\$ 4,000</u>	<u>\$ 3,000</u>	<u>\$ -0-</u>	<u>\$ -0-</u>
<u>2</u>	<u>\$ 5,000</u>	<u>\$ 4,000</u>	<u>\$ -0-</u>	<u>\$ -0-</u>	<u>\$ -0-</u>
<u>1</u>	<u>\$ 5,000</u>	<u>\$ -0-</u>	<u>\$ -0-</u>	<u>\$ -0-</u>	<u>\$ -0-</u>

6.05 A bonus payment or any increase in a bonus payment shall not be made

retroactively.

6.06 Bonuses shall be paid ~~to those described in Section 5.02.3 of these rules 30 days prior to the closing of the fiscal year only if funds are available after payments are made to those eligible under sections 5.02, 5.02.1, 5.02.2, and 5.03 of these rules~~ thirty (30) days prior to the closing of the fiscal year.

~~5.3 Any NBCT who moves into the state and teaches in an Arkansas public school classroom shall be eligible for the yearly bonus for every remaining year in the life of the NBPTS certificate; provided that the same bonus is available to a NBCT who moves into the state and assumes the position of building administrator or assistant building administrator in a public school district for the life of the NBPTS certificate. Moved to 6.03.4~~

~~5.4 Available funds for NBPTS state activities support functions in this order of priority: (a) payment of bonus incentives; (b) initial fee payments; (c) necessary program expenses; (d) support system expenses; and (e) retake entry fees. Moved to 10.02~~

~~5.5 No increase in the starting or yearly bonus is retroactive. Moved to 6.05~~

~~5.6 The Department will issue a provisional or standard Arkansas teaching license in compatible areas to any National Board certified teacher, building level principal, or building level assistant principal trained in and holding a valid license issued by a state other than Arkansas who moves to Arkansas, provided that the NBCT status is current at the time of license application and that the applicant passes the required criminal background check.~~

~~5.7 An Arkansas licensed teacher who personally pays the expenses of NBPTS candidacy and becomes a NBCT is eligible for a starting and yearly bonus under the same terms as a NBCT who achieves certification through state fee support. Moved to 6.03.5~~

~~5.8 Provisions of Ark. Code Ann. §§6-17-412 and §§6-17-413 apply only to the extent that necessary funds are appropriated to the Department. Moved to 5.01~~

7.00 Repayment of Fees State Funds for NBPTS Program

7.01 Repayment of state funds for the NBPTS Program is required if a recipient:

7.01.1 Does not complete the certification process within three (3) years after entry the Department accepts the recipient's application under Option 1 or within two (2) years after the Department accepts the recipient's application under Option 2; or

7.01.2 Becomes a NBCT with the support of state funds, does not teach in an

~~Arkansas public school classroom in an Arkansas district for three (3) continuous school years or does not serve as a building level administrator or building level assistant administrator for three (3) continuous years~~ After receiving state funds under these rules, is not an Arkansas classroom teacher or building-level administrator for the three (3) continuous school years after achieving initial NBCT status.

7.02 ~~Repayment of funds is not required if the candidate is forced to withdraw from candidacy due to~~ A candidate required to repay funds under Section 7.01 may seek a waiver from the State Board of that requirement under the following circumstances:

7.02.1 Death or disability of the teacher; or

7.02.2 Other serious extenuating circumstances and/or health related problems verified by a licensed physician as may be recognized by the State Board.

7.03 The State Board ~~can~~ may revoke a teaching license for failure to repay state funds.

8.00 **Support Program for Teachers Selected to Participate in the NBPTS Candidacy-Program**

8.01 The State Board will establish a support program for ~~teachers~~ candidates selected to participate in the NBPTS Program that provides technical assistance to program applicants to ensure successful program completion.

8.02 The support program includes:

8.02.1 Establishing a variety of support opportunities such as annual pre-candidacy orientations, regular meetings of participants, telephone/email contact with facilitators and NBCTs, and Department intervention with NBPTS if necessary;

8.02.2 Providing information on the ~~NBPTS-state~~ support program on the Department web site; and

8.02.3 Providing other assistance, ~~if~~ determined to be necessary by the Department; ~~and.~~

~~7.1.4~~ ~~Designating Department staff to coordinate NBPTS activities at the state level.~~

~~7.2~~ ~~Provisions of Ark. Code Ann. §§6-17-412 and 6-17-413 apply only to the extent that~~

~~necessary funds are appropriated to the Department.~~

9.00 Monitoring for the NBPTS Program

9.01 The ~~local public school district~~ educational entity that employs a NBCT must verify to the Department annually the employment status of ~~that teacher the~~ NBCT for each year of the ~~ten-year~~ life of the certificate under 6.02 and 6.03.

9.02 A person shall not receive ~~either a starting bonus or a yearly bonus~~ any bonus under these rules if the person:

9.02.1 Leaves the full-time employment of an Arkansas ~~public school district~~ educational entity in a qualifying position under Sections 3.01 and 3.02;

9.02.2 Becomes employed as a district-level central office administrator ~~(subject to the provisions of Section 4.03);~~

9.02.3 Is employed by an Arkansas institution of higher education and does not meet the requirements as defined in ~~Sections 3.07 and 5.02.03~~ Section 5.05.2 of these rules; ~~or~~

9.02.4 Is employed by an education service cooperative and does not teach in a classroom with students as defined in Sections ~~3.05-3.06~~ 3.01 and 3.02 of these rules; or

9.02.5 Is receiving a financial incentive under the Department's Rules Governing Eligibility and Financial Incentives for the Arkansas Leadership Academy Master Principal Program.

10.00 Funding for NBPTS Candidacy and Certification

10.01 Provisions of these rules and Ark. Code Ann. §§6-17-412 and 6-17-413 apply only to the extent that funds are appropriated and available to the Department to pay for these provisions.

~~9.2 To the extent funds as provided for by Ark. Code Ann. §26-52-311(e)(3)(B) are available, such funds may be used to fund the "starting incentive bonus" and the "yearly incentive bonus" required in §§3.07 and 3.08 of these rules and required by Ark. Code Ann. §6-17-413. § 26-52-311 has been repealed~~

10.02 Available funds for the NBPTS Program are expended in this order of priority: (a) starting bonuses and yearly bonuses; (b) fees for the NBPTS candidacy and certification program components; (c) necessary program expenses; (d) support system expenses, and (e) bonuses paid under Section 6.05. Moved from old 5.4