

National Teacher Certification Financial Assistance from WJCC Schools 2011-2012

The National Board for Professional Teaching Standards has established rigorous standards and offers national certification to teachers who successfully complete the board certification process. Information about this certification process is available on the Virginia Department of Education website, <http://www.pen.k12.va.us> and at the NBPTS Website, www.nbpts.org.

Williamsburg-James City County Schools has limited funds to assist teachers with fees associated with the National Board Certification application process. For those teachers who earn National Board Certification, the school division currently offers a \$5,000 stipend for the first year of that certification, and \$2,500 for the remaining nine years of the certification period.

The following guidelines will be used to determine financial assistance with National Board Certification application fees:

- The teacher must hold a baccalaureate degree (NBPTS requirement).
- The teacher must have held a valid teaching license for a minimum of three years (NBPTS requirement).
- The teacher must be tenured and have taught for a minimum of three years in WJCC Schools.
- Each teacher is expected to pay the initial fee required to initiate the NBPTS application process. This amount will not be reimbursed.
- **Teachers are expected to apply to the State of Virginia for grant assistance prior to application with WJCC Schools.** A *copy* of the state application should be submitted to the school division along with the teacher's WJCC financial assistance application. The original state application should be submitted directly to the DOE. To be considered for assistance, teacher applications must be received by Kristi Wagner (Academic Services) no later than **June 30**.

Link to VDOE MEMO #125-11

Funding for National Board Certification

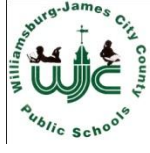
http://www.doe.virginia.gov/administrators/superintendents_memos/2011/125-11.shtml

- Any fees for resubmitting sections of the portfolio or retaking portions of the testing are the responsibility of the applicant.
- The teacher is expected to remain in WJCC Schools for a minimum of three years following the year of NBPTS application.
- WJCC teachers who are given financial assistance with NBPTS application fees and/or who are eligible for a stipend for NBPTS certification will be expected to participate in WJCC NBPTS mentoring activities for new WJCC NBPTS applicants for a minimum of five years.
- NBPTS applicants who receive financial assistance are expected to participate in regularly scheduled support meetings planned by WJCC Public Schools.
- The amount of support available to each applicant may be dependent on the number of WJCC teachers applying in a given year.

May 19, 2011

Process and timeline for 2011-2012 applicants:

- WJCC financial assistance forms are available as an attachment on this e-mail or by contacting Kristi Wagner (NBCT in Academic Services) through email or calling 603-6473.
- Send the completed WJCC financial assistance application to the division contact, Kristi Wagner at Central Office **no later than June 30**. Include your summer mailing address, summer e-mail address, and a copy of your state application for financial assistance with your notice of interest.
- Apply for financial assistance through the Virginia Department of Education (**deadline August 30, 2011**). Further information can be found on the DOE website, <http://www.pen.k12.va.us>.
- Although you will ultimately be responsible for paying the fee for initiating the NBPTS process, do NOT pay that fee and initiate the NBPTS process unless you are willing to complete the NBPTS process even if you are not granted financial assistance from the state or WJCC.
- You are also responsible for notifying Kristi Wagner immediately when you receive notification of whether you will receive a state NBPTS grant or not.
- If more applications for WJCC financial support are received than the division can fund, a random drawing will be conducted to determine who will receive WJCC financial support. Your application must be received by **June 30**, in order to qualify for this random drawing.



**National Teacher Certification
Financial Assistance from WJCC Schools**

Return to Kristi Wagner in Academic Services no later than June 30.

Name _____ School _____

Permanent address: _____

Summer address (if different): _____

Telephone number: _____

Email: _____

I meet the following qualifications, and I agree to the following stipulations if I am granted financial assistance for NBPTS application.

- I meet NBPTS qualifications: baccalaureate degree, teaching license held for 3 years
- I meet additional WJCC qualifications: tenured in WJCC Schools and have taught three complete school years in WJCC Schools.
- I understand payment for the initial NBPTS application is my responsibility, and that this fee is not eligible for reimbursement.
- I have applied for financial assistance from the Commonwealth of Virginia Department of Education and have included a copy of that application with this application.
- I understand that it is my responsibility to notify Kristi Wagner of the status of my application for state funding as soon as I am notified by the state.
- I understand that if I do not complete the NBPTS application process, I must reimburse WJCC Schools for all fees the school division has paid on my behalf
- I understand that any fees for resubmitting sections of the portfolio or retaking portions of the assessment testing are my responsibility, and that these expenditures are not eligible for reimbursement.
- I am committed to remaining in WJCC Schools for at least 3 years. I understand that I may be required to repay a portion of the grant I receive if I leave before teaching for these 3 years.
- I agree to mentor new NBPTS candidate(s) in WJCC Schools after I receive NBPTS certification.
- I agree to participate in NBPTS support meetings which are held during the school year.

Signature: _____ Date: _____

May 19, 2011