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**TO:** Local School System Human Resources Directors

**FROM:** Jean E. Satterfield  
Assistant State Superintendent for Educator Effectiveness

**DATE:** December 16, 2014

**SUBJECT:** National Board Stipends for Qualified Teachers  
(Please share this memo with your grant managers)

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The purpose of this memorandum is to provide information for local school systems to access funds regarding the National Board stipend that eligible educators can receive as a result of the Quality Teacher Incentive Act of 1999. The National Board stipend is available in both “Comprehensive Needs” schools and in “Non-comprehensive” needs schools.

The School Progress Index (SPI) is the accountability measure in use to delineate schools that are “Comprehensive Needs” schools. Schools in Strands 4 and 5 of the SPI are designated as “Comprehensive Needs”.

**Schools that were part of the PARCC pilot were not assigned a new SPI. These schools will retain their 2013 strand identification. 440 schools have an SPI of 4 or 5. SPI 13 is based on results from School Year 2012-13 and is “frozen” for school year 2013-2014 for these schools.**

**Schools that did not field test or double tested received a new SPI for school year 2013-2014. These schools include all Carroll County Public Schools, high schools with four year programs, SIG schools, K-2 non-assessed schools, several special education or alternative centers, several charter schools, and middle/high schools. This school system and these schools all have a new SPI from testing in 2013-2014. 115 schools are getting a new strand of 4 or 5 for SPI 14.**

**The file for both 2013 and 2014 is Attachment I. Our Accountability Office has developed lists that are mutually exclusive. Please review your lists to make sure the schools are accurate.**

Maryland’s professionally certified classroom teachers who achieve certification from the National Board for Professional Teaching Standards (NBPTS) are eligible for a stipend from the State in an amount equal to the local school system grant up to the maximum allowed.

The State contribution for this stipend is **up to a maximum of \$ 2,000** per qualified classroom teacher in a “**Comprehensive Needs**” school. These are schools in Strands

The State contribution for this stipend is **\$1,000** per qualified classroom teacher in a “**Non-Comprehensive Needs**” school.

Stipends are only available to teachers in school systems offering local grants, since the State stipend is a matching grant up to the respective limits.

Non-administrative school-based employees are eligible for this stipend along with classroom teachers. “School-based employees” are defined in SB 268, enacted in 2005, as “a certificated employee who works directly with students or teaches at a public school.”

Please note that administrators, even those who are school-based, are not eligible for this stipend.

Examples of non-administrative school-based employees include guidance counselors, library media specialists, reading specialists, and teacher mentors. Should you have any questions regarding eligible positions, please consult with the Education Program Specialist who works with your school system.

In order to comply with State legislative audit requirements, Please complete the forms for “Comprehensive Needs “ Schools (Attachment II) and “Non-comprehensive” Schools (Attachment III) please be certain to include with your submission:

- The names of those classroom teachers or non-administrative school-based employees holding national certification; and
  - For each classroom teacher or non-administrative school-based employees holding national certification, the school to which the individual is assigned
  - The amount of the state match for each teacher in accordance with statutory criteria;
- Verification of the amount of your local grant;
- A copy of the National Board certificate **or** letter from the NBPTS acknowledging receipt of National Board certification for each eligible educator for first-time NBPTS certificate holders; **or** a list of the NBPTS certificate holders from the NBPTS website.

**Eligible Teachers:** Classroom teachers and non-administrative school-based employees who hold a valid certificate issued by the National Board for Professional Teaching Standards working in a local school system that provides a local stipend for this distinction are eligible for this stipend, subject to the categorical limits. These educators must also hold a valid professional certificate issued by the Maryland State Department of Education.

In considering eligibility, please monitor the teaching assignment (e.g., classroom teachers as defined in Attachment IV and non-administrative school-based employees as defined above); itinerant specialists assigned to central office locations, directors, assistant principals, etc. are not eligible.

Budgeted state funds for the incentives found in Education Article §6-306 are now available for fiscal year 2015, pending a deficiency appropriation for any anticipated shortfall. **Your grant application is due anytime on or before February 27, 2015.**

