

General

1. **What are the 2003 board actions regarding renewal?**

In February 2003 the board of directors made the decision that the renewal of National Board Certification require a three-part submission. Development work commenced immediately. In June 2003 the board of directors took the following additional actions regarding the renewal process:

- The board authorized offering the *Profile of Professional Growth* for renewal of National Board Certification beginning in 2003, with the length of the renewal period being ten years from the respective date of certification of each National Board Certified Teacher.
- The board authorized the fee for Renewal be established by the President at a level that protects the fiscal health of the organization, recovers the costs of ongoing administration, is affordable for NBCTs, and does not exceed 50 percent of the then current candidate fee. The fee for the *Profile of Professional Growth* for renewal of National Board Certification has been set at \$1,150.00.
- The board authorized that EA/Generalist NBCTs certified 11/30/94 and EA/English Language Arts NBCTs certified 8/31/95 be offered a reduced fee for renewal of National Board Certification in consideration for their participation in the initial development effort of the *Profile of Professional Growth*.

2. **Will renewal require a demonstration of pre-K through 12 classroom teaching?**

Yes, a demonstration of pre-K through 12 classroom teaching in the same content area, with students at the same developmental level, as the original certificate is required for renewal.

3. **Will NBCTs who certified in certificate areas that required selection of a specialty area need to renew in the same specialty area?**

Yes. The Profile of Professional Growth should show an NBCT's continued development of content knowledge in both their certificate-specific domain, as well as their area of specialization selected during the initial National Board Certification process.

4. **Is there an assessment center component for renewal?**

No, there is no assessment center component for renewal.

5. **Is the renewal process based on revised or new NBPTS standards?**

The Profile of Professional Growth is based on the NBCT's application of the current standards within the original area of certification. Many of the standards have been revised so that they reflect the most current teaching practices in each subject area, and NBCTs will need to read and review these standards as part of the renewal process.

6. **What is the fee for renewal?**

The total fee for certificate renewal is \$1,150.00, which includes a \$300.00 nonrefundable application fee.

7. **What was the process for ensuring the validity and reliability of the renewal instrument? Was there a pilot study?**

NBPTS conducted a pilot study of the National Board Profile of Professional Growth, an instrument to be used for the renewal of National Board Certification, from September 15 - November 15, 2003. The National Board Profile of Professional Growth provides a comprehensive view of professional growth since certification that focuses on increasing student learning and maintaining high and rigorous standards, which are the mainstay of the National Board Certification process. The pilot study was conducted to ensure that all aspects of the process are developed appropriately, that the prompts elicit appropriate information needed to make a proper evaluation, that the evaluation instrument is valid, and

that the renewal assessment is understandable. Results of the pilot study were used to make revisions to the Profile of Professional Growth that was completed in February 2004.

8. **What if I can't complete the renewal process after I apply? Can I withdraw?**

NBCTs who apply for renewal may withdraw from the process at any time. In order to receive a refund of the renewal fee (minus the nonrefundable \$300.00 application fee), candidates for renewal must notify NBPTS by submitting a signed Withdrawal Form prior to the deadline for submission of the Profile of Professional Growth.

9. **Will refunds be available for renewal candidates?**

Yes. Candidates for renewal who withdraw and request a refund in writing prior to the submission deadline for their Profile of Professional Growth will receive a refund of the fee paid, minus the initial \$300 application fee which is nonrefundable.

PPG

1. **What is the Profile of Professional Growth?**

NBCTs are and continue to be accomplished teachers. Their accomplishment reflects an inherent desire to be involved in professional growth to increase their impact on student learning. The professional growth activities in which an NBCT is involved are complex, and include development of certificate-specific content knowledge, pedagogical and technological skills, obtained through workshops, courses and readings of the latest professional literature; and they are ongoing, often beginning before certification and expanding like a web into a variety of professional growth areas. This ongoing process takes on new meaning from the moment of certification and continues whether the NBCT focuses on the pre-K through 12 classroom, on mentoring other teachers, or supporting candidates for National Board Certification.

The National Board Profile of Professional Growth is designed to promote continued professional involvement consistent with the high and rigorous standards that certification represents. It provides an avenue for NBCTs to articulate and examine what certification still means. It is a healthy reminder that certification is one step in becoming a better educator, and it provides a singular focus that increased student learning is still what an NBCT is all about.

2. **What are the time considerations for work on the Profile of Professional Growth?**

National Board Certification is issued for a period of 10 years. A National Board Certified Teacher (NBCT) must complete the National Board Profile of Professional Growth prior to the expiration date of his or her certificate and can only renew certification in his or her original certificate area. An NBCT may formally begin work on the Profile of Professional Growth as early as year 8 of his or her certification period. NBCTs are given two opportunities to attempt renewal.

3. **What does the Profile of Professional Growth entail?**

Although the National Board Profile of Professional Growth is separated into three components, its impact must be viewed as a single entity. It has been designed so that NBCTs show the connections they make between their continued professional growth and student learning. The following description of the Profile of Professional Growth is based on the current pilot version and is subject to change:

- Component #1 requires submission of responses to prompts related to 4 activities that, although they may have begun before certification, have evolved to become the focus of professional growth since certification. These professional growth experiences, including effective and appropriate use of technology and current knowledge of the field, are ongoing and multi-faceted. They must reflect the NBCT's continuous commitment and contributions to the professional activities that ultimately have an impact on student learning.

- Component #2 focuses on the application of one of the professional growth experiences featured in Component #1. The component requires a video in which the NBCT demonstrates preK-12 classroom teaching. The video and accompanying written commentary must demonstrate student learning in an environment that promotes equity and appreciation of diversity as well as the application of certificate-specific content knowledge.
- Component #3 focuses on the application of a second professional growth experience featured in Component #1. This component offers several options, including the choice of featuring work with preK-12 learners or with professional colleagues. The basis for this component must be a different professional growth experience from that used in Component #2.

Throughout each of the three components, the NBCT's activities must demonstrate meaningful and rigorous learning experiences tied to certificate-specific content knowledge, and in responding to the prompts, the commentary must reflect the fact that the NBPTS Standards continue to be embedded in the NBCT's practice. The final section is Reflection in which the NBCT analyzes the connections and patterns among all three components of the Profile of Professional Growth from the perspective of their role as an educator. The NBCT must focus on challenges encountered, as well as discuss plans for continued professional growth and efforts to impact student learning.

Renewal Eligibility

1. What are the eligibility requirements for renewal?

In order to be considered eligible to attempt renewal, NBCTs must:

- Be in their eighth (or later) year of certification
- Hold a valid state teaching license that has not been suspended or revoked
- Not have been convicted of a felony due to child abuse, job-related crimes, or violent crimes against persons

For November 1994 and August 1995 National Board Certified Teachers

In order to afford every NBCT two opportunities to submit a Profile of Professional Growth, there is a compressed timeline for the first two groups of NBCTs to renew their certification. This compressed timeframe overlapped the September 15-November 15, 2003 renewal pilot study to develop the Profile of Professional Growth. The first two groups of NBCTs who were certified were contacted, invited to participate in the renewal pilot, and informed of the compressed timeframe for attempting renewal. Those NBCTs who elected to participate in the pilot study and subsequently apply for renewal by December 31, 2003 will be allowed to revise the Profile of Professional Growth they submit as part of the pilot study and re-submit it for evaluation by March 1, 2004 as their first official attempt to renew. The revised Profile of Professional Growth will be available in early February 2004 to all renewal candidates who have officially applied for renewal by December 31, 2003. All initial renewal submissions will be due on March 1, 2004, with decisions reported by March 30, 2004. The second and last opportunity for these first two groups of NBCTs to submit a completed Profile of Professional Growth before expiration of their original certificate will be June 1, 2004. These submissions will be evaluated and candidates for renewal will receive notification of a decision by October 2004.

For November 1995 and July 1996 National Board Certified Teachers

In order to have two opportunities for successful completion of the Profile of Professional Growth, November 1995 and July 1996 NBCTs should have applied by December 31, 2003, for the June 1, 2004, submission date. These NBCTs will receive notification of a decision by October 2004 and, if not successful in their first attempt, they will have an opportunity to apply for a second attempt to renew by December 31, 2004, for submission by April 30, 2005. These submissions will be evaluated and these NBCTs will receive notification of a decision by October 2005.

For National Board Certified Teachers who certified after July 1996

NBCTs who certified after July 1996 should plan to apply for renewal no later than year 8 of their initial certification.

2. May I attempt renewal if my teaching license has expired?

No. Candidates for renewal must be able to verify that they hold a valid state teaching license at the time they attempt renewal.

3. **May I attempt renewal if I have retired from teaching?**

Yes. NBCTs who have retired from active teaching may attempt renewal if they still hold a valid state teaching license and are able to develop a relationship and work with students in the same content area, at the same developmental level, as their original certificate area.

4. **May I attempt renewal after my certificate expires?**

No. If you do not successfully complete the renewal process prior to the expiration of your certificate, you will need to apply and go through the National Board Certification process as a first-time candidate if you want to be certified.

Renewal Policies and Fees

1. **What is the fee for the second attempt to renew?**

The fee for a second attempt to renew certification is the same as the initial application - \$1,150. The full fee must be paid prior to resubmission of the Profile of Professional Growth. NBCTS will be required to resubmit their entire PPG for evaluation.

2. **What is the score banking policy for renewal candidates?**

Score banking is not applicable to the renewal process.

3. **Can I withdraw from my second attempt and receive a refund?**

Yes. Candidates for renewal who withdraw and request a refund prior to the resubmission deadline for their Profile of Professional Growth will receive a refund of the fee paid minus the initial nonrefundable \$300 application fee. Renewal candidates should submit a request to withdraw on the Withdrawal Form. Requests for refunds of the full renewal fee will not be honored, regardless of the circumstances.