



**OFFICE OF CURRICULUM, INSTRUCTION, AND PROFESSIONAL DEVELOPMENT**  
**Professional Development Programs**  
(562) 997-8000 ext. 2900 FAX (562) 427-9076

**National Board for Professional Teaching Standards**  
**Candidate Support Program: Pre-Candidate**

The Long Beach Unified School District (LBUSD) has made a commitment to support teachers who are interested in applying for National Board Certification. This document provides information on how LBUSD plans to support teachers applying for National Board Certification.

**Key Program Elements**

- Pre-Candidacy Professional Development Program
- Candidate Support Program
- Financial Incentives (payment of the application fee, salary increase for National Board Certified Teachers)

**Overview of the National Board for Professional Teaching Standards**

All National Board for Professional Teaching Standards are based on five core propositions that define the skills, knowledge, dispositions and commitments that distinguish accomplished teaching.

1. Teachers are committed to students and their learning.
2. Teachers know the subjects they teach and how to teach those subjects to students.
3. Teachers are responsible for managing and monitoring student learning.
4. Teachers think systematically about their practice and learn from experience.
5. Teachers are members of learning communities.

National Board Certification has four components: three portfolio entries (submitted online) and a computer-based assessment. If you decide to pursue National Board Certification, your first step is to know the standards in your chosen certificate area so that you will understand how they might be reflected in your classroom teaching. (A complete list of available certifications is available on the NBPTS website ([nbpts.org](http://nbpts.org))).

**National Board Eligibility**

In order to be eligible for participation in the National Board process, candidates must possess all of the following:

- Baccalaureate degree from an accredited institutions
- Valid Teaching Credential
- Three years of successful classroom teaching experience
- Ability to demonstrate proficiency in teaching knowledge and skills

Revised: 5/10/2018

### **Pre-Candidate Obligations**

In order to be eligible for district support for the NBPTS, each pre-candidate will be required to complete the following:

- Program application (complete with three letters of recommendation)
- Participation in 24 hours of Pre-Candidacy professional development
- Completion of all assignments related to Pre-Candidacy program.

### **Advancement to Candidacy**

Following the pre-candidacy phase, candidate applications will be forwarded to the district's Oversight Committee for National Board Certification. This committee will make the final decision about advancement to candidacy of all participants.

Candidates requesting funding assistance from LBUSD are required to participate in the pre-candidacy and candidacy program. You may pursue the National Board Certification without the assistance of LBUSD, however candidate fees will not be reimbursed. All candidates earning certification will be eligible for the salary increase, regardless of participation in the pre-candidacy/candidacy program.

### **Candidate Obligations**

- Participation in the district-sponsored Candidate Preparation Program
- Completion of the portfolio entries required by the National Board
- Completion of the Assessment Center Exercises as required by the National Board
- Agreement to remain in the district for a period of two-years following completion of the National Board Process.

### **Payment of National Board Application Fees**

There will be no cost to participants in the Pre-Candidacy program. Application fees must be submitted to the NBPTS by the appropriate deadlines. Candidates are responsible for payment of initial application fees (currently \$550). Pending participation in the district's candidacy program, the district will pay for the remaining application fees (approximately \$2000). Upon completion of the portfolio and assessment center exercises, the district will reimburse the candidate for the \$550 application fee. (Candidates are only required to complete the National Board process, and are not required to obtain certification to be reimbursed for the application fee.)

If you are prepared to experience what it means to be recognized as an accomplished teacher, and can commit to all that is required, please complete this application with all attachments requested and return **no later than 4:15 on Tuesday, November 6, 2018** to:

**Jennifer Crockett**  
**Program Specialist**  
**Professional Development Center at the Teacher Resource Center**  
**1399 East 32<sup>nd</sup> Street, Signal Hill CA 90755**

## Sample Essay Format and Additional Information

Thank you for participating in this rigorous application process. This is a sample of the format and content that accomplished National Board Certified Teachers (NBCTs) are required to produce during the assessment process. This application is meant to create a portrait of you as an educator. Please adhere to all directions. **Failure to do so will mean that your application will not be read.**

Portfolio preparation is extremely rigorous and time consuming (videotaping, writing, analyzing student work, compiling portfolio entries, reading, researching, meeting with parents, etc.). This work is in addition to time spent at Pre-Candidacy and Candidacy meetings. Candidates are urged to consider all personal and professional commitments for the school year and next summer before deciding to seek certification and participate in LBUSD's Pre-Candidacy/Candidacy Program. You will be required to sign a commitment agreement at the time of acceptance.

The LBUSD National Board for Professional Teaching Standards (NBPTS) Oversight Committee will review all complete applications and select the candidates who have shown the most promising evidence of ability to meet the standards and assessments that are expected of Board Certified teachers. Selection will be based on your ability to express ideas clearly, commitment to professional development, experience in your field, professional service, alignment with NBPTS requirements, and the ability to reflect on, and analyze your classroom practice.

**National Board for Professional Teaching Standards  
Candidate Support Program**



**Application**

**Name:** \_\_\_\_\_ **Employee ID:** \_\_\_\_\_

**Home Address:** \_\_\_\_\_  
Street City Zip

**Phone Number:** \_\_\_\_\_ **E-mail address:** \_\_\_\_\_

**Grade Level/Subject** \_\_\_\_\_ **School** \_\_\_\_\_ **Work Phone** \_\_\_\_\_

**What NBPTS Certificate are you applying for?** \_\_\_\_\_  
 (See the National Board Website at [www.nbpts.org](http://www.nbpts.org) for a complete list of certificate areas.)

**Teaching Experience (List most recent first.)**

District	School	Grade/Subject	Dates of Employment

**Post-secondary Education (List most recent first.)**

Institution	Major	Degree	Date

**List the credentials and certifications you currently hold**

Credential/Certification

List three of your long-term professional goals:

- 1.
- 2.
- 3.

### Essay Section

Please attach your response to **one** of the following questions. **Responses are to be typed, double spaced, using no smaller than 12 point font (see sample of format on page 3 of this application) . Your essay should not exceed 1 page, with 1 inch margins.** Type your name in the upper right hand corner of the essay.

1. Discuss your most significant accomplishments in, and important contributions to, your field of teaching over the last five years (beyond your classroom). Describe its impact on others.
2. How have you grown as a teacher since you first entered the classroom?
3. Why do you want to participate in the Pre-Candidacy/Candidacy Program and become a National Board Certified Teacher?

### Letters of Recommendation

You will also need to submit **three** letters of recommendation for acceptance into the Pre-Candidacy Program. At least one letter should be from a **current administrator** and/or someone who is responsible for evaluating your teaching performance. The remaining letters may be requested from individuals who are familiar with **your performance in the classroom.**

Letters of recommendation should be submitted in **individually sealed envelopes** and included with this application.

**Applications are due no later than Tuesday, November 6, 2018 at 4:15pm**  
**Completed applications should be submitted to:**

**Jennifer Crockett**  
**Program Specialist**  
**Professional Development Center at the Teacher Resource Center**  
**1399 East 32<sup>nd</sup> Street, Signal Hill CA 90755**

Revised: 5/10/2018