

# 2019-20 Stipend Distribution Process

## For National Board – Certified Teachers, Principals, School Counselors and School Psychologists



**COLORADO**  
Department of Education

### Overview: Who qualifies for a stipend?

During the 2019 legislative session, Colorado Revised Statutes 22-2-504(1), (2) and (4) were amended to redefine the “school professionals” eligible to receive a national board stipend as follows:

- Teachers and principals who hold valid National Board for Professional Teaching Standards (NBPTS) certification
- School counselors who hold valid certification from either NBPTS or National Board for Certified Counselors (NBCC)  
— NCC, CCMHC or NCSC certificates only —
- School psychologists who hold valid National Association of School Psychologists (NASP) certification.

Stipends may be awarded only to those teachers, principals, school counselors and school psychologists who meet the criteria set forth in legislation and who are actively employed *“in a school district, a program operated by a board of cooperative services, a charter school authorized by a school district, per part 1 of article 30.5, CRS, or a charter school authorized by the state charter school institute, per part 5 of article 30.5 CRS.”*

### Specifics for the 2019-20 school year

For the 2019-20 school year, all school professionals (as defined above) employed as a teacher, principal, counselor or psychologist in a Colorado public school district, BOCES or charter school from Oct. 1, 2019 through May 1, 2020 – and who hold current, valid national board certification from a designated entity (NBPTS, NBCC or NASP) – may be eligible for a stipend of up to \$1,600:

- Individuals who hold national board certification by Oct. 1, 2019 and whose certificate will remain valid through May 1, 2020 will receive a full stipend (prorated per FTE).
- Individuals who obtain certification between Oct. 2, 2019 and Dec. 31, 2019 will receive a half stipend (prorated per FTE).
- Individuals who do *not* hold a national board certificate by Dec. 31, 2019 or whose certification will expire during the school year are not eligible for the 2019-20 distribution cycle.

Any qualifying school professional who is also employed in a Colorado State Board of Education-designated “turnaround” or “priority improvement” school and who meets all other requirements, may be eligible for an additional stipend of up to \$3,200 (prorated per the same guidelines used for the \$1,600 stipend). Ratings are anticipated to be finalized by the State Board of Education in December 2019.

#### Process Overview & Timeline

##### Dec. 1, 2019

Stipend request application opens for all eligible national board-certified teachers, principals, school counselors and school psychologists

##### Dec. 31, 2019

Application closes—*No exceptions!*\*

##### December 2019

Colorado State Board of Education finalizes “turnaround” and “priority improvement” school ratings.

##### Jan. 2 – 31, 2020

CDE verifies employment, placement(s) and FTE percentage and determines stipend amounts based on final school ratings

##### Feb. 3 – 7, 2020

HR officials verify and finalize information

##### Feb 10 – 14, 2020

CDE’s licensure office prepares and provides distribution report to CDE’s accounting office

##### Feb. 17 – March 1, 2020

CDE transfers funds to districts/BOCES/charter schools for May 1 distribution

**\*Application only will be available  
Dec. 1 – 31, 2019.**

## How to request a stipend: the role of the school professional

Teachers, principals, school counselors and school psychologists who hold national board certification from NBPTS, NBCC or NASP have only one responsibility: to log in to their eLicensing accounts during the month of December 2019 to complete and submit an application to request a stipend.

Qualifying school professionals will be required to include the following information in the stipend application:

- a copy of their current, valid certificate from National Board for Professional Teaching Standards (NBPTS), National Board for Certified Counselors (NBCC – NCC, CCMHC or CBSC only) or National Association of School Psychologists (NASP)
  - NBCC certificates may *not* be in reduced practice, retired or temporary inactive status
  - NASP certificates may *not* be in inactive or retired status
- a copy of their valid government-issued photo id
- employment in a Colorado public school district/BOCES/charter school
- the FTE percentage at each location
  - If a school professional serves in one or more districts as a member or employee of a BOCES, that individual will identify that he/she works for the BOCES.
  - If a school professional serves in multiple schools in a single district (or in multiple districts as an employee of each district), he/she will need to complete a separate application for each school/district.

## The role of school district/BOCES/charter school human resources officials

Human resources officials in schools/districts/BOCES or their designated staff members will need verification access to CDE's eLicensing system. For more information and to complete the "user access" application, visit CDE's [Educator Licensing Resources](#) webpage and select the [General Information for School Districts and Charter Schools/eLicensing Verification Access](#).

With this access, HR officials may view and download a report of the teachers who have identified their school district/BOCES/charter school as their employer and who have requested a stipend. Once downloaded, the report can be verified by HR officials or their designees and any necessary corrections can be made. (Additional information and guidance about process specifics will be available at that time.)

## The role of the Colorado Department of Education

In addition to overseeing the application, state board, legislative and accounting processes every step of the way, the Colorado Department of Education (CDE) partners with HR officials and designated staff members to verify the employment, placement and FTE of qualifying school professionals to ensure appropriate funds are provided to the districts/BOCES/charter schools so that these teachers, principals, school counselors and school psychologists may receive their stipends in May 2020.

## Where can I learn more?

General information and Frequently Asked Questions (FAQs) can be found at [www.cde.state.co.us/cdeprof/nbct](http://www.cde.state.co.us/cdeprof/nbct)

Complete an application by logging in to the eLicensing account at <https://apps.colorado.gov/cde/licensing/Login.aspx>