2020-2021 Administrator Checklist

To become a National Board Professional Development School or District for the 2020-2021 school year:

1. Recruit teachers and/or counselors for a professional development cohort centered on completing National Board Component 2: Differentiation in Instruction and Component 4: Effective and Reflective Practitioner during the 2020-2021 school year.

2. Instruct new cohort members to apply for the Illinois National Board First Time Candidate Fee Subsidy. This subsidy enables the payment of fees for all eligible teachers and counselors for the National Board process. If you are a returning NBPD School, returning cohort members from the previous school year are already approved and do not need to reapply for the state subsidy.

3. Complete and submit the Registration form and return it to the National Board Resource Center by April 10, 2020.

4. Assure all cohort members sign an individual Teacher Agreement so there is an understanding of cohort member responsibilities. Keep a copy of each for your records.


Reminder: If your district has schools categorized as ESSA Tier 3 (Targeted supported) or ESSA Tier 4 (comprehensive support), funds allocated may be used for the purpose of payment for the National Board Professional Development School/District program. The National Board Resource Center is an Illinois State Board of Education: Illinois Empower Learning Partner in the area of Curriculum and Instruction.