

**SAINT PAUL PUBLIC SCHOOLS
PROPOSAL 9T
ARTICLE 9
6/16/2025**

**Licensed Contract
Certification Pay**

RATIONALE: Simplifying the certification pay process provides an easier experience for teachers and fewer questions or missed pay. When the pay is spread out over paychecks, teachers often forget to provide renewal documentation, resulting in missed pay for the teacher. It also requires Human Resources to audit and “true up” employees who work part time. When the pay is optionally incremental, it is extremely difficult to track what was paid and what was not, as it varies by individual.

**ARTICLE 9. ADDITIONAL COMPENSATION PROVISIONS
SECTION 10. NATIONAL BOARD CERTIFICATION**

Subd. 1. A teacher (NBCT), school nurse (NBCSN), or school psychologist (NCSP) who is National Board Certified in one or more areas will receive a \$3,750 annual stipend, provided the employee worked a minimum of 100 duty days in that school year. Teachers, school nurses and school psychologists who maintain their certification for ten (10) years or more will receive an additional \$750 annual stipend. ~~This stipend will be paid on an hourly rate over each biweekly pay period.~~ **The certification stipend will be paid as a lump sum amount within 60 days after the e-form and all necessary documentation is submitted by the employee. If the teacher does not submit the e-form and documentation by July 1st for previous school year, they will not receive retroactive payment for that previous school year.**

Subd. 2. In addition to the annual stipend, teachers attempting to become National Board Certified shall receive a \$1,000 stipend in the school year during which they seek to complete the certification or renewal process. This stipend shall be ~~payable~~ **eligible for payment** immediately upon demonstrated completion of the work required for certification or renewal, irrespective of whether certification is ultimately achieved. **The stipend will be paid as a lump sum once the e-form and documentation are submitted by the employee.**

Subd. 3. Teachers seeking certification or renewal shall receive a \$300 allowance for materials during any school year in which they have registered for certification. Reimbursement requires receipts and is subject to verification.

Subd. 4. Candidate teachers may use up to six (6) hours of the District professional development meeting times during any school year in which they have registered for certification to complete work toward certification upon advance notification to the principal.

~~Subd. 5. Upon teacher request, the District shall reimburse the teacher for the cost of any component required for certification (limit of \$475 per component, for a total of no more than \$1,900 over a period of up to three years). Any money the District pays toward the cost of certification will be deducted first from the one-time \$1,000 stipend paid upon completion of all four components, and after that from the annual stipend paid during the teacher's first year of certification.~~

Subd. 6. Educators seeking certification shall be exempt from the summative evaluation TD&E requirement if their summative evaluation year is the same school year in which they are applying for national board certification. The portfolio submitted for board certification can only be used to fulfill the summative evaluation TD&E requirement. The educator must complete all other required TD&E components in the three-year cycle.

SECTION 11. CERTIFIED SPEECH CLINICIANS, SOCIAL WORKERS, NURSE PRACTITIONERS, AND OCCUPATIONAL THERAPISTS

Subd. 1. Certified Nurse Practitioners, Speech Clinicians who hold CCC certification and Social Workers who hold LICSW license and Occupational Therapists who hold NBCOT will receive a \$3,750 annual stipend paid ~~on an hourly rate over each biweekly pay period.~~ **as a lump sum amount within 60 days after the e-form and all necessary documentation is submitted by the employee. If the teacher does not submit the e-form and documentation by July 1st for previous school year, they will not receive retroactive payment for that previous school year.** Certified Nurse Practitioners, Speech Clinicians who hold CCC certification and Social Workers who hold LICSW license that renew their certification at the ten-year expiration date will receive an additional \$750 who maintain their certification for ten (10) years or more will receive an additional \$750 annual stipend. This stipend will be paid **as a lump sum once the e-form and documentation are submitted by the employee.** ~~on an hourly rate over each biweekly pay period.~~

Subd. 2. Certified Nurse Practitioners, Speech Clinicians who hold CCC certification and Social Workers who hold LICSW licenses shall also be eligible for the additional compensation and reimbursements in ARTICLE 9, SECTION 10, Subdivisions 1-6 above where applicable.