



Arkansas Department of Education

Transforming Arkansas to lead the nation in student-focused education

REQUEST FOR SUBSTITUTE TEACHER REIMBURSEMENT FORM 2016-2017 State Funded NBPTS Candidates

Johnny Key
Commissioner

The following state funded candidate(s) for National Board for Professional Teaching Standards (NBPTS) has taken up to three (3) days (total allowed during full candidacy) release time to work on candidacy. This district requests substitute teacher pay reimbursement from the Arkansas Department of Education for:

**State Board
of Education**

Mireya Reith
Fayetteville
Chair

Dr. Jay Barth
Little Rock
Vice Chair

Joe Black
Newport

Susan Chambers
Bella Vista

Charisse Dean
Little Rock

Dr. Fitz Hill
Little Rock

Ouida Newton
Poyen

R. Brett Williamson
El Dorado

Diane Zook
Melbourne

STATE FUNDED TEACHER	SSN	DATES	COST PER DAY*	TOTAL COST
Example: Vanessa Holt	xxx-xx-xxxx	x/xx/xx, x/xx/xx, x/xx/xx	\$70.00	\$210.00
				\$
				\$
				\$
				\$
				\$
				\$
TOTAL AMOUNT REQUESTED				\$

Superintendent or Responsible Officer Signature

Date

School District: _____

District Address: _____

District Contact Person: _____
(please print)

District Contact Phone: _____

Mail (faxes not accepted) this completed form to arrive no later than Friday, May 26, 2017:

Four Capitol Mall
Little Rock, AR
72201-1019
(501) 682-4475
ArkansasEd.gov

NBPTS Program Advisor
Office of Educator Effectiveness
Four Capitol Mall, Room 103B
Little Rock, AR 72201

Phone: 501-682-4311

*An Equal
Opportunity
Employer*

District reimbursements will be issued June 2017. Reimbursements are for initial NBPTS candidates who were awarded \$1,900.00 of state funding for 2016-2017. Please send one request form per district with all reimbursements listed by individual candidate and then totaled for all candidates in your district.

***The base rate is not to include taxes, benefits, or third-party fees.**