

# ***Miami East Local Schools Master Teacher***

## ***Questions/Answers/Guidelines***

### **Who is eligible?**

Any educator with a valid professional license or certificate and has taught a minimum of 7 years, works a minimum of 120 days during the current school year, and works under a teaching contract/employed as a teacher.

### **Why would a teacher consider applying for the Master Teacher designation?**

There are a number of reasons teachers would apply for the Master Teacher (MT) designation:

an entry point for a teacher leadership position

- school, district and community recognition
- possible preparation for seeking National Board Certification
- a benchmark to strive for in a teaching career

### **What do I get if I complete the application & have it approved?**

After successful completion, 60 contact hours will be granted by the LPDC. To receive 60 contact hours you must include the Master Teacher application in your approved IPDP and the Master Teacher application must be approved. Hours will not be credited toward your IPDP for only completing the application. The Master Teacher Designation form will be accepted as proof for the LPDC. You'll also receive the state designation of "Master Teacher" which will be reported to EMIS.

### **How do I obtain the application?**

The application is available on our district website or by hard copy in each school office. Additional information can be found on the Ohio Department of Education web-site: [www.ode.state.oh.us](http://www.ode.state.oh.us).

### **When is this due?**

The application time line is September 1 through November 15 each year. You may work on the application throughout the year.

**How will the application be scored?**

There is a set rubric established by ODE. Our application questions are set up to reflect the rubric. Educators need to fully answer the questions to pass the rubric. Two committee members will score the application.

**What if my application is rejected?**

You may reapply as many times as necessary. If the committee readers see a need for more information, they will return it to you to update.

**Does this automatically give me a Master's Degree?**

NO, the name "Master Teacher" has nothing to do with a college degree.

**How long does the Master Teacher designation apply?**

The designation of Master Teacher stays with a teacher for a period of five years.

**What must a National Board Certified Teacher (NBCT) do to be considered a Master Teacher?**

An NBCT needs to complete **page one** of the Master Teacher application and provide a copy of his or her certificate to the local Master Teacher committee to be considered a MT.

**Who is on the Master Teacher Committee?**

The makeup of the committee is a local decision. It must, however, be comprised of at least five members, and the majority must be teachers.

**Where do I submit my application?**

Submit your application to your local MT committee. The committee will score the application and determine designation based on a statewide standards-based rubric.

**How is this process different from an evaluation?**

This process is completely separate from evaluation. Evaluation is a negotiated item for the purposes of employment. Master Teacher designation is a state teacher recognition program and is a voluntary process for teachers.

**Is MT the same as Highly Qualified Teacher status (HQT)?**

No, HQT is a federal mandate; Master Teacher was created as a result of Ohio legislation (Senate Bill 2) and is a voluntary recognition program.

**What if I become NBCT prior to the 7th year?**

You are eligible to be designated an MT through National Board Certification as soon as you receive your certification. The seven-year requirement is for candidates going through the full application process.

**Does my master's degree count?**

While some of the projects you may have worked on will provide a benefit to you in completing the MT application, a master's degree does not automatically qualify you for the Master Teacher designation.

## ***Master Teacher Application***

**Master Teacher:** A teacher who demonstrates excellence inside and outside of the classroom through consistent leadership and focused collaboration to maximize student learning.

**To be eligible for the Master Teacher designation, Educators Must:"**

- A. Hold a valid professional license or certificate
- B. Have taught a minimum of 7 years
- C. Work a minimum of 120 days during the current school year
- D. Work under a teaching contract/employed as a teacher

Teachers certified through the **National Board for Professional Teaching Standards (NBPTS)** are automatically considered Master Teachers and should submit Section 1 of the application to be termed Master Teacher. No CEU Credits are granted for this automatic procedure.

### **SECTION #1**

A. Name \_\_\_\_\_

B. School District & Building \_\_\_\_\_

C. Current Assignment \_\_\_\_\_

D. License Number \_\_\_\_\_

E. Area(s) of Licensure \_\_\_\_\_

F. Total Number of Years teaching \_\_\_\_\_

G. Degree(s) earned \_\_\_\_\_

H. Additional Credentials

\_\_\_\_\_ National Board Certification (include proof of certification)  
Stop Here!

## Instructions for Sections 2-6

1. Please type.
2. Answer the following questions, citing specific examples.
3. At least 10 pieces of evidence must be attached to the application to support your responses. Please code the evidence on the top right-hand side of the document.  
example: A1; B3
4. Evidence provided must have occurred within the past five years.

### **SECTION #2: CONSISTENT LEADERSHIP**

1. How have you helped to shape policy at the building, district, or state level, focused on improving teacher quality and student achievement?

---

---

---

2. How have you helped with change in the district or building in regards to positively impacting teacher quality, school improvement, and student achievement?

---

---

---

3. What roles have you taken on in leadership? (department heads, professional organizations, decision-making activities, curriculum development, staff development)

---

---

---

### **SECTION #3: FOCUSED COLLABORATION**

1. Tell how you learn from others by giving specific examples of professional dialogue sessions, peer observation and/or feedback, peer coaching and other collegial learning activities.

---

---

---

2. Give examples of how you advocate for and initiate opportunities for teamwork to support school goals and promote student achievement.

---

---

---

3. Give examples of how you collaborate effectively with the local community, parent and/or community agencies for student learning.

---

---

---

### **SECTION #4: FOCUS ON STUDENTS AND ENVIRONMENT**

1. Explain how you analyze student needs to differentiate instruction. **Attach an example of a lesson plan that is evidence of you explanation.**

---

---

---

**SECTION #4: FOCUS ON STUDENTS AND ENVIRONMENT (continued)**

2. Explain how you adapt the pace and depth of curriculum and instruction to meet the needs of those students whose performance is advanced or below level.

---

---

---

3. Explain how you involve students in self-assessment and goal setting to address gaps between performance and potential. **Attach an example of an assessment or goal setting sheet.**

---

---

---

4. Explain how your classroom is structured so that students take active roles in maintaining an enriching environment that is conducive to learning

---

---

---

5. Explain how you combine independent, collaborative, and whole-class learning situations to maximize student understanding and learning.

---

---

---

**SECTION #5: FOCUS ON CONTENT,  
INSTRUCTION, & ASSESSMENT**

1. How do you continue to deepen your knowledge of content through new learning and use it to support the growth of other educators?

---

---

---

2. How do you extend and enrich curriculum by integrating school and district curriculum priorities with Ohio's academic content standards and/or national standards?

---

---

---

3. How do you use assessment (diagnostic, formative, and summative) to identify student strengths, promote student growth, and maximize access to learning opportunities?

---

---

---

4. How do you analyze data to monitor student progress and learning, and to plan, differentiate, and modify instruction to close the achievement gap?

---

---

---

5. How do you actively participate in the development and/or implementation of district initiatives focused on student performance and closing the achievement gap?

---

---

---

## **SECTION #6: CONTINUED PROFESSIONAL DEVELOPMENT**

1. What are your goals for professional growth? Identify your strengths and weaknesses. What outside sources will you use to attain your goals?

---

---

---

2. Tell how your professional development goals are linked to your daily practice and student achievement.

---

---

---

3. Tell how your professional development integrates relevant and current best practices.

---

---

---

## **SECTION #7**

Complete and attach the "Candidate Recommendation Form" (form can be downloaded from ODE website: [www.ode.state.oh.us](http://www.ode.state.oh.us); type in "master teacher" in search box)

**Complete the check box below:**

LPDC Request

Please award my 60 Contact Hours in this calendar year

Please award my 60 Contact Hours to next's calendar year