

Mansfield City Schools

Master Teacher Program

2021-2022

A master teacher demonstrates excellence inside and outside of the classroom through consistent leadership and focused collaboration to maximize student learning. A master teacher strives for distinguished teaching and continued professional growth as specified by the Standards for Ohio Teachers.

Per the negotiated agreement between the certified staff and the Mansfield Board of Education and in response to Senate Bill 2, The Ohio Educator Standards Board (ESB) developed the Master Teacher Program. Each district is required to establish a committee that will work with the district to confirm eligibility, develop local procedures, establish application requirements, and score each application. As of 2011, the Master Teacher Program will become part of the new licensure structure. By successfully completing the Master Teacher program, a candidate will be eligible for an advanced teaching license.

The current Master Teacher (MT) program aligns with the new licensure structure effective January 2011. Successful completion of the MT program will satisfy one of the requirements for an advanced license (available in 2011).

The Master Teacher program allows teachers to demonstrate their practice based on the Ohio Standards for the Teaching Profession. Now that it is a recognized path for an advanced-level educator license in Ohio, it provides even stronger motivation for teachers to complete the program.

New Licenses

What is the new licensure structure in Ohio?

- * Resident Educator License – 4-year non-renewable**
- * Professional Educator License – 5-year renewable**
- *Senior Professional Educator License – 5-year renewable**
 - o Master's Degree
 - o 9 years' teaching experience
 - o Successful completion of the Master Teacher Program
- * Lead Professional Educator License – 5-year renewable**
 - o Master's Degree
 - o 9 years' teaching experience
 - o National Board Certification **OR** Teacher Leader Endorsement with successful completion of the Master Teacher Program

Criteria for Master Teacher designation

- Consistent Leadership
- Distinguished Teaching - Focused Collaboration
- Distinguished Teaching – Focus on Students and Environment
- Distinguished Teaching – Focus on Content, Instruction, and Assessment
- Continued Professional Growth

Eligibility for Master Teacher status:

- Hold a valid professional teaching license or certificate
- Have a Master's Degree
- Have taught a minimum of 8 years (current 9th year)
- Work a minimum of 120 days during the current school year in MCS
- Work under a teaching contract/employed as a teacher
- **What do you have to do?** Complete application and recommendation forms, checklist, write narrative section, and submit supporting evidence
- The narrative section and supporting evidence will then be scored

Advantages of being a Mansfield City School Master Teacher

- Advanced professional licenses will be the preferred requirement for teacher leadership positions in the district in the future. Within a few short years, there may be a pool of teacher leaders with these licenses to fill mentor and coaching positions, as well as team/grade level leadership opportunities.
- 1 Graduate Credit hour may be available from Ashland University after successful completion of the Master Teacher Program.
- \$500 One time stipend from the Mansfield City Schools
- In recognition of the time you spend assembling a portfolio, you will earn 9 CEUs.
- Renewal Candidates receive 4 CEUs.
- Going through the process of becoming a Mansfield City School Master Teacher is excellent practice for working on a National Board Certification in the future.
- As part of the Master Teacher Process, participants will participate in monthly sessions with facilitators to work on their portfolios and get feedback on the work they are doing. This will occur between January and May 2022.

- Advance your teaching skills by focusing and reflecting on your teaching practice and delivering instruction to the students of The Mansfield City Schools deserve.

Schedule for Implementation for the 2021-2022 School Year

- 11/18/2021 Serious applicants informational meeting
- 12/3/2021 Letter of Intent is due to Kevin Stone, Master Teacher Chairman
- 12/3/2021 2 Letters of Recommendation are due (Form G) with Letter of Intent
- 1/11/2022 Cohort Organizational Meeting
- Candidate support is given to applicants at monthly meetings: TBD
- 5/6/2022 Deadline to submit completed narrative materials
- 5/6/2022 - 5/27/2022 Committee dates for scoring
- 5/31/2022 Notifications to applicants

The Master Teacher Application/Narrative is made up of the following requirements:

Section I: Candidate Information (Form C) Basic informational sheet to be filled out.
Candidate Recommendation Forms (Form G) 2 separate required

Section II: Writing and Evidence Guidelines

Responses must reflect excellence in the given area inside and/or outside of the classroom and demonstrate an impact on student learning in the Mansfield City Schools. Refer to the Ohio Standards for the Teaching Profession and the Ohio Standards for Professional Development from the Standards for Ohio Educators, as well as the enclosed list of examples of evidence for guidance. ***Examples referenced and evidence provided must be no more than five years old.***

1. Respond to each of the following prompts for each criterion in two to three pages, not to exceed 12 total pages.
2. Responses must include references to the Ohio Standards for the Teaching Profession in one or more of the five criteria, and evidence must be submitted to support responses.
3. The Recommendation Form is to be completed and signed by two supervisors or colleagues who know and observe your professional practice.
4. Responses may not exceed 12 total pages of text and 10 total pieces of evidence. Candidates should choose evidence that best exemplifies their work based on the response provided for each criterion.

5. Each submitted document, being text, evidence pages, and/or other, must be clearly marked with the candidate's assigned identification number on the top right-hand corner of each submitted document. This will be assigned by the committee.
6. Include with your evidence pieces a copy of your letter requesting parent permission to use student work for this project. This sheet will not count in your total pages submitted. You are instructed to maintain the completed permission forms in your files.
7. Whiteout, blackout, or code all names of students, staff, and school buildings from all submitted work.
8. Evidence should be referenced within the written text and labeled accordingly.
9. A piece of evidence may be referenced in other criteria.
10. Evidence should not exceed 10 pieces. No maximum number of pages (see Examples of Evidence).
11. If a teacher is submitting three levels of work samples (high, mid, and low), the teacher should group them all together as one piece of evidence.
12. Evidence should be numbered consecutively in the upper right-hand corner of the paper or document and the number is what should be referenced in the written narrative.

Style Guide

8.5" x 11" white paper
Double-spaced
Times New Roman 12pt. Font
One-half inch margin minimum on all sides
Print on only one side of the page
Number all pages sequentially in the upper right-hand corner of each page.
Provide clear, consistent references to items of evidence that facilitate the readers who are locating each piece of evidence easily as they read the application.
Indicate paragraphs using a 5-space indentation or a line break.

Submission Requirements

Submit 4 copies of the narrative portion of the Master Teacher Application in a single plain file folder ***clearly marked with your candidate identification code only***.

Attach the "Section I: Candidate Information" cover sheet to the first of the 4 copies. Narrative pages are to be paper clipped, not stapled.

Submit a single accumulation of evidence in an expandable folder, binder, or another container that will keep the pieces organized.

Keep in mind that up to 6 different readers will review the pieces of evidence, so they should be clearly labeled, readily accessible, and easily reorganized if they get out of order.

Section III: Written Narratives – A valuable writing guide will be provided to the candidates starting at our **November 18, 2021**, informational meeting. There will be detailed writing instructions and a guide provided as well as links on the Master Teacher website to Criteria Guides and hyperlinks to needed Standards for Ohio Educators.

CRITERIA

To be designated as a Master Teacher in Ohio, eligible educators must clearly demonstrate each of the following criteria as described in the *Ohio Standards for the Teaching Profession* (<http://esb.ode.state.oh.us>). Master Teachers will achieve exemplary scores in four of five areas on the scoring guide.

A. *Consistent Leadership*: Master Teachers ensure student learning and well-being by participating in decision-making and initiating innovations and improvements for school change. They are leaders who empower and influence others. They engage in a variety of leadership roles and perform thoughtful stewardship responsibilities for the school community and the profession.

B. *Focused Collaboration*: Master Teachers work with educators, students, families, and communities to create relationships; share knowledge, practice, and responsibility; communicate effectively, and support student learning. They respond to the needs of their colleagues and students in a timely and competent manner.

C. *Distinguished Teaching - Focus on Students and Environment*: Master Teachers analyze individual and group student development to connect instruction to students' needs, interests, and prior knowledge. They strive to create an environment that engages learners in inquiry, promotes high levels of learning for all students, and creates a culture of civility and success.

D. *Distinguished Teaching - Focus on Content, Instruction, and Assessment*: Master Teachers have a deep and reflective understanding of the academic content they teach. They use multiple assessments to evaluate student learning and inform instruction. They continually reflect on student outcomes and make decisions to promote high levels of learning for all students.

E. Continued Professional Growth: Master Teachers engage in continuous professional development and reflection. They use multiple resources to shape the focus and goals of their professional development including student learning, assessment data, researched best practices, and school and district goals. They evaluate their personal growth, understanding, and application of knowledge and develop an appropriate professional plan.

SECTION IV: Scoring

• Master Teachers must achieve exemplary scores in four of five areas on the scoring guide. (Per SB 2)

* Candidates' names are kept anonymous to scorers.

• Please refer to the Standards for Ohio Educators (Ohio Standards for the Teaching Profession and Ohio Standards for Professional Development) and scoring guide before writing your narrative.

• A candidate will receive a score summary sheet upon the completion of scoring by the review committee. (Form F)

• The Master Teacher Committee must use the Scoring Guide (Form D) and feedback provided should be connected to the Scoring Guide.

*Results to candidates will be provided by May 31, 2022.

Master Teacher Renewal

Master Teachers will be required to submit no more than a four-page reflection on criteria A (Leadership) and E (Professional Growth). The teacher is also required to submit three pieces of annotated evidence, described on T5, that support continued growth for criteria B (Focused Collaboration), C (Focus on Students and Environment), and D (Focus on Content, Instruction, and Assessment).

Responses must reflect excellence in the given criteria inside and/or outside of the classroom and demonstrate an impact on student learning. Refer to the Ohio Standards for the Teaching Profession and the Ohio Standards for Professional Development from the Standards for Ohio Educators for guidance. Examples referenced and evidence provided must be no more than five years old.

There is no cost to apply, but to be done properly the portfolio will take some time to prepare. Directions for writing the narrative and supporting evidence will be provided to candidates starting at the November 18, 2021 meeting.

The 2021-2022 Master Teacher Committee

Kevin Stone, Chair	stone.kevin@mansfieldschools.org
Kris Beasley	beasley.kris@mansfieldschools.org
Amy Bradley	bradley.amy@mansfieldschools.org
Tom Hager	hager.tom@mansfieldschools.org
Michelle Dials	dials.michelle@mansfieldschools.org
Dawn Williams	williams.dawn@mansfieldschools.org

2013 Master Teachers

Holly Christie – Sherman	Dr. Phyllis Davis – Senior High
Kimberly Johnson – Sherman	Jennifer Jarvis – Prospect
Kathy Kranch – Sherman	Kathryn Laser – Malabar
Nancy Niedermier – Sherman	Kim Postell – Mansfield Elective Academy
Margaret Voedisch – Sherman	

2016 Master Teacher

Gina Bunker

2018 Master Teachers

Kathy Kranch – Sherman (Renewal)
Kathryn Laser – Malabar Intermediate School (Renewal)
Margaret Voedisch – Sherman (Renewal)
Dawn Williams - Woodland

2019 Master Teacher

Angela Hartz - Prospect

2020 Master Teacher

Lori Nichols - Prospect

2021 Master Teachers

Michelle Dials - Mansfield Middle School
Melinda Newman - Prospect Elementary

Updated: **October 18, 2021**