

Mansfield City Schools

Writing Approach for the Master Teacher Narrative

1. Determine what professional work and activities you have participated in your district and individually:

Possible Professional Work and Activities:

- **Develop research projects/units/projects or plans based on the Ohio Common Core Standards and from student assessment data to guide instruction.**
- **Develop assessments (diagnostic, formative, summative) and demonstrate how you reflect on data to plan for instruction and provide for individualization and differentiation in the classroom.**
- **Demonstrate how you use a variety of assessments to prepare for future teaching.**
- **Develop or identify student benchmarks for curriculum to determine student needs and guide instruction.**
- **Work with Curriculum Committees, District/Building Leadership Committees, grade level peers, District/State Common Core Standards workshops and provide professional development to other staff members to show professional growth and the extension and enrichment of the curriculum.**
- **Choose an area of instruction where you have collected baseline data and information on a student and discuss your planning and thinking for future interventions. Chart/list the interventions you engaged in, any modifications you made along the way and the eventual progress of this student over time.**
- **Provide student work samples that demonstrate how you implemented new teaching strategies with your evaluation of the strategies' effectiveness in advancing student achievement.**
- **Include your reflections and evaluation of how the activity/s went and how they advanced student learning.**

2. Work through the state standards for each criterion from the Ohio Department of Education Rubric listing how you will support each of these standards with the district and/or individual work and activities you have performed.

3. Write each criterion using “I statements” and the words directly from the rubric to keep you on your writing task for each standard. Then support your claim with detailed description and explanation of your work and activities for the standard.

WRITING TIP: Use the 2 point level statement on the rubric and make sure you support that level. For example, the topic sentence below for the introductory paragraph in Criterion A states BOTH the building and district level, so you must support BOTH to get the 2 points for that standard. Make sure you reach, or attempt to reach, the criteria of the 2 point score for each standard to ensure the overall passing of your Narrative.

For Example:

Criterion A: Consistent Leadership

I show consistent leadership on both the building and district level to help shape policy to improve teacher quality and student achievement. To shape policy at the building level, I participate in weekly TBT meetings and monthly literacy meetings. On the district level, I attend district-wide professional development meetings and mentor new teachers to the district through the Resident Educators' Program. These opportunities help me to shape policy to improve teacher quality and student achievement. (7.1e) (Exhibit G, TBT minutes Exhibit I, Resident Educator Mentoring Logs)

Writing TIPS: The next paragraphs for this standard would continue to give the details and description about what was performed in each of these activities for the building and district to meet the 2 point level on the rubric.

This writing process would continue until all the standards for this Criterion discussed and supported.

The last paragraph of the Criterion would be a conclusion restating the standards for the entire Criterion and drawing your activities in this Criterion to a close.

Be sure to note the standard and Exhibit used to support your claims in each paragraph (see above).

4. This process continues until all standards for each Criterion (A-E) are completed. The evidence sources can be used as many times as the writer sees fit to support the various standards and criteria.

5. The candidate should contact any of the Master Teacher Committee Members for advice and support, and it is highly commended that the

candidate work with a committee member in the writing process to ensure accuracy and quality in their writing.

6. Finally, have several readers evaluate your writing for clarity and to check that all evidence and exhibits support your claims for each standard. Remember that the performed work described in Criteria B-E has to be performed by you, not work performed by others that you have planned, organized or facilitated. Planning, organizing and facilitating can only fall under Criterion A, Consistent Leadership, in the case that you have lead the work performed.