



THE STATE EDUCATION DEPARTMENT / THE UNIVERSITY OF THE STATE OF NEW YORK ALBANY, NY 12234
89 Washington Avenue
Albany, NY 12234

APPLICATION FOR DISTINGUISHED EDUCATOR PROGRAM

Introductory Cover Sheet

Summary of the Distinguished Educator Program

The New York State Education Department is implementing the Distinguished Educator Program for educational leaders. The Commissioner of Education may appoint leaders as consultants to assist low performing districts and schools. An appointed Distinguished Educator (DE) will possess the knowledge and skills necessary to assist low performing school districts to reverse chronic failure within the assigned school district or an assigned school within the district. Qualifications for a DE assigned to a district are different from qualifications for a DE assigned to a school.

Qualifications of a Distinguished Educator (DE) Assigned to a District:

- 1A). Ten years successful experience in education including, but not limited to at least five years of successful experience in turning around low performing districts and sustaining the improved academic achievement of all at risk groups, or dramatically raising achievement of high needs students in moderate to high performing districts

or

- 1B). Alternate qualifications deemed acceptable by the Commissioner including, but not limited to, a minimum of five years of statewide experience working with low performing school districts, or a minimum of five years comparable experience working with at risk populations in closing achievement gaps in a charter school, BOCES or in a nonprofit educational organization.

- 2A). New York State (NYS) certification as a School District Administrator or a School District Leader, or a substantially equivalent certification, as determined by the Commissioner, issued by a jurisdiction outside the State,

or

- 2B). A Ph.D., Ed.D. or other comparable advanced degree and a minimum of five years working directly in low performing districts or dramatically raising the achievement of high needs students in moderate to high performing districts;

- 3). Experience as a teacher or administrator in a school district, charter school, BOCES or a nonprofit educational organization within the past three years (current employee) or, where applicable, within the immediately preceding three years (recent retiree) from the date of the candidate's initial appointment as a distinguished educator.

- 4). Demonstrated an ability to successfully work with at risk populations in closing achievement gaps; and

- 5). Experience in school turnaround and sustaining the academic success of at risk students.

Qualifications of a Distinguished Educator (DE) Assigned to a School:

- 1A). Ten years successful experience in education including, but not limited to at least five years of successful experience in increasing student academic performance in low performing schools or dramatically raising the achievement of high needs students in moderate to high performing districts, or

or

- 1B). Alternate qualifications deemed acceptable by the Commissioner including, but not limited to a minimum of five years of statewide experience working with low performing school districts, or a minimum of five years comparable experience working with at risk populations in closing achievement gaps in a charter school, BOCES or in a nonprofit educational organization.

- 2A). NYS certification as a School Administrator and Supervisor or School Building Leader, or Teacher or a substantially equivalent certification, as determined by the Commissioner, issued by a jurisdiction outside the State, and have worked in/with low performing schools, or

or

- 2B). A Ph.D., Ed.D. or other advanced degree and a minimum of five years working directly in low performing districts or dramatically raising the achievement of high needs students in moderate to high performing districts;

- 3). Experience as a teacher or administrator in a school district, charter school, BOCES or a nonprofit educational organization within the past three years (current employee) or, where applicable, within the immediately preceding three years (recent retirees) from the date of the candidate's initial appointment as a DE.

- 4). Demonstrate knowledge of curriculum development and ensure alignment of curriculum with NYS Learning Standards (including the Common Core Standards), Performance Indicators and Assessments.

General Responsibilities of an Appointed DE:

- Must commit to serving a minimum of one year in the program;
- Assess the learning environment of schools in the district;
- Review or provide assistance in the development and implementation of any district improvement plan and/or any corrective action, restructuring, or comprehensive plan of any school within the district to which the DE is assigned; and either endorse without change or make recommendations for modifications to any such plan to the board of education, trustees, or chancellor (in a school district in a city of one million or more inhabitants), and the Commissioner; and
- Participate in summer training and ongoing professional development, as directed by the State Education Department.

Specific Responsibilities of a DE Appointed to a District:

- Conduct an intensive review of district and school systems, structures, operations and facilities and develop an action plan for the distinguished educator specifying goals and objectives;
- Assess the district's capacity to promote and support teaching and learning within all schools in the district;

(Area Code)

(Area Code)

Email address: _____

Are You Currently Retired? _____ If yes, date retired: _____

Current Employment Status: : _____

Current Place of Employment

Name of Organization: _____

Position: _____ Title: _____

Number of years in this position: _____ From: _____ To _____

Address: _____
Street Name and Number

_____ City State Zip Code

Name of Supervisor: _____ Title: _____

Phone number: _____ (Area Code) _____ Email Address: _____

____ I wish to apply for the Distinguished Educator Program. I express my willingness to assist low performing districts and schools and to be a candidate for placement in the DE pool. I agree and understand that references may be contacted by SED.

Signature: _____ Date: _____

2. Advanced Degree

- a. Documentation must include a copy of your advanced degree (master’s or doctorate) in education or related field, or a transcript.

3. State Certification/Licensure

- a. Documentation must include a copy of your New York State certification/license, or a substantially equivalent certification, as determined by the Commissioner, issued by a jurisdiction outside of the state.

4. Resume

5. Professional References

Submit three (3) recent letters of professional reference including current contact information. One reference letter must be from your current or immediate past supervisor. NYSED may contact these references.

Please send three letters of reference to:

**New York State Education Department
55 Hanson Place, Room 482,
Brooklyn, New York 11217
Attention: IEBP Team**

6. Narrative Responses

Please provide written responses to the two (2) questions (**District** or **School**) as applicable.

If you are applying for appointment as a Distinguished Educator for a District, please answer each question below and submit your response with your application:

1. Provide two examples of how you successfully turned around a low performing district(s) and sustained the improved academic achievement of all at risk groups or dramatically raised the achievement of high needs students in moderate to high performing districts.
2. What are the top five areas you would initially review and investigate in assessing the current strengths and weaknesses of a low performing district.

OR

If you are applying for appointment as a Distinguished Educator for a School please answer each question below and submit your response with your application:

1. Provide three examples of actions, activities, or programs you employed to increase and support student academic performance in low performing schools, or dramatically raise the achievement of high need students in moderate to high performing districts.
2. What are the top five areas you would initially review and investigate in assessing the current strengths and weaknesses of a low performing school.

How to submit documentation

Completed application materials may be submitted in one of two ways:

- 1) Preferred: Electronically to: DEAPPL311@mail.nysed.gov

or

- 2) Mail through USPS mail or other method to:

New York State Education Department
55 Hanson Place, Room 482,
Brooklyn, New York, 11217.
Attention: IEBP Team

Deadline: All materials must be received by May 18, 2011