

# NEW YORK STATE EDUCATION DEPARTMENT

## Becoming A Distinguished Educator: The Process

### Application

- Applicants complete applications and submit them to New York State Education Department (NYSED)
- Applicants express a willingness to be placed in the Distinguished Educator (DE) pool for a 3 to 4 year period for possible selection to assist low performing districts/schools for one to possibly two years and/or possible appointment to a JIT
- NYSED reviews/scores applications
- Applicants with the top scores meeting the criteria, qualify for the next step (the interview)
- NYSED compiles list of interviewees
- NYSED schedules applicants to interview for the DE pool

### Interview

- A panel of NYSED senior managers will interview and rate each candidate based upon their oral responses to selected questions
- Applicants are ranked based on the interview criteria
- The panel of NYSED senior managers recommend candidates for the DE pool to the Commissioner
- The Commissioner or his designee may interview the recommended candidates
- The Commissioner selects candidates to be placed in the DE pool

### Distinguished Educator Pool

- NYSED notifies candidates of their acceptances in the DE pool
- NYSED notifies applicants' employers of their acceptance into the DE pool
- The Commissioner will appoint/assign candidates from the DE pool as DEs to serve as consultants to districts and schools as the need arises
- Professional Development may be offered to individuals in the DE pool

### Commissioner Appoints

- qualified candidates from the DE pool as a Distinguished Educator to a **district**

Commissioner notifies school districts/schools of the appointment of Distinguished Educators to the district/school

### Commissioner Assigns

- qualified candidates from the DE pool as a Distinguished Educator to a **school or schools** within the district to which he/she has been appointed

### Appointed Distinguished Educators:

- attend Orientation Session
- 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 corrective action, restructuring or comprehensive plan;
- endorse without change or recommend modification
- conduct an intensive review of district and school systems, structures, operations and facilities
- review and analyze data, coordinate and articulate systems and organizational structures across the district and schools
- recommend administrative and operational improvements to strengthen systems
- develop and submit Action Plan to the Commissioner within 45 days of appointment
- implement Action Plan
- develop and submit Quarterly Progress Reports to the Commissioner
- participate in on-site visits
- participate in Professional Development as needed
- share reflections and common practices via web
- are evaluated by the Commissioner or designee
- serve as ex-officio non-voting member of the Board of Education
- are paid as consultants by the district
- reappointed at the discretion of the Commissioner

### Assigned Distinguished Educators:

- attend Orientation Session
- assess the learning environment of the assigned school(s) within the district of appointment
- identify or confirm systemic or instructional barriers and critical gaps to improving student achievement
- improve curricula, instructional and assessment strategies
- develop and submit Action Plan to the Commissioner within 45 days of assignment
- implement Action Plan
- develop and submit Quarterly Progress Reports to the Commissioner
- participate in on-site visits
- participate in Professional Development as needed
- share reflections and common practices via web
- are evaluated by the Commissioner or designee
- serve as ex-officio non-voting member of the Board of Education
- are paid as consultants by the district
- reappointed at the discretion of the Commissioner