



## **Master Teacher FREQUENTLY ASKED QUESTIONS**

### **Q: What does it mean to be a Master Teacher in Richland Parish?**

A: Master Teachers collaborate with administrators and work to align instructional practices with district goals and work closely with leaders and educators to implement high-quality interventions, effectively utilize core curricula, and provide targeted support that will ensure students meet grade-level standards.

### **Q: How is a Master Teacher different from an instructional coach?**

A: Instructional coaches were selected by school principals and previously paid with school funds. A Master Teacher is an experienced teacher who serves as a resource and mentor to other teachers, focusing on implementing NIET's best practices and enhancing teacher proficiency to improve student achievement. This is a 9-month position with an optional 10th month. All Master Teacher offers of employment are for one academic year. Beginning in the 2025-2026 school year, Master Teachers will be selected by the district leadership team with input from principals and funded with district Title 1 set-aside funds. This shift in the staffing of Master Teachers is aligned to NIET best practices.

### **Q: How is a Master Teacher evaluated?**

A: A Master Teacher is evaluated annually by an executive Master Teacher based on performance expectations.

### **Q: What is an Executive Master Teacher?**

A: Executive Master Teacher is a highly experienced effective teacher, who supports multiple schools in implementing and sustaining NIET's instructional and leadership systems.

### **Q: How long will the assigned Master Teacher support a school?**

A: Master Teachers will be placed to provide coaching support for a full school year, but the duration of a school day may vary and be adjusted depending on the needs of the school and district.

### **Q: Can the Master Teacher be an evaluator?**

A: Master Teachers serve in a non-evaluative role. While their primary focus is to provide support, guidance, and professional development to teachers they can serve as a designated observer and/or engage in shadow observing. While non-evaluative, Master Teachers provide structured coaching aligned with Professional Growth Plans (PGPs) and serve as a designated observer.

### **Q: Can you clarify what being an “evaluator” means for a Master Teacher?**

A: Master Teachers are non-evaluative and do not assign formal LER scores or conduct summative evaluations. However, they can serve as designated observers or participate in shadow observations. This means

they may collect observation data, conduct pre/post-conferences, and provide feedback aligned with the Louisiana Rubric to support instructional growth.

**Q: Can the Master Teacher cover classes, assist with substitute shortages, and other assigned duties (e.g. SBLC, PBIS, 504, Bus, Carline, etc.)?**

A: No. Their primary role is to support teacher development through coaching, mentoring, and professional learning, rather than serving as substitute teachers.

**Q: How will a Master Teacher's role be coordinated with the existing school instructional leadership team (ILT)?**

A: Master Teachers (school-level) are expected to be a standing member on their assigned site(s) ILT and Master Teacher (literacy/math) actively participate in ILTs and collaborate with administrators to ensure alignment with school priorities identified in the long-range plan.

**Q: How much time should the Master Teacher spend working one-on-one with teachers versus leading professional development sessions?**

A: The balance of time a Master Teacher spends working one-on-one with teachers versus leading professional development (PD) sessions depends on the school's goals, teacher needs, and the coaching model in place. However, Richland Parish emphasizes a strategic blend of both approaches to maximize instructional impact. A Master Teacher's schedule should always be documented on their district approved digital calendar to ensure this balance.

General guidelines include:

**One-on-One Coaching (Majority of Time):**

Master Teachers should dedicate significant time to individualized coaching, which includes classroom observations, modeling lessons, co-teaching, and providing targeted feedback.

**Leading Professional Development Sessions:**

Master Teachers also play a key role in leading collaborative learning, such as bi-weekly clusters, workshops, and training sessions aligned with instructional priorities.

A well-balanced coaching model ensures that teachers receive both personalized support and structured group learning to drive instructional improvement.

**Q: Are there any district-mandated initiatives that must take priority in the Master Teacher's schedule?**

A: Master Teachers are required to attend all assigned training and complete time-bound next steps.

Q: Are Master Teachers required to hold regular meetings with teachers or can support be informal?

A: Master Teachers are required to provide structured, regular support to teachers that is aligned to the school/district long range plan that is grounded in a cycle of support, rather than relying solely on informal interactions.

General guidelines include:

**Regular Meetings:**

Master Teachers should hold scheduled one-on-one coaching sessions with teachers to provide targeted support based on PGP/coaching plans (support must be documented).

Participation in Clusters or team meetings is encouraged to support collaborative learning.

**Classroom-Based Support:**

Master Teachers engage in co-teaching, modeling lessons, and providing real-time feedback to teachers.

**Flexibility for Informal Support:**

While structured meetings are essential, Master Teachers can also provide on-the-spot coaching and answer teacher questions as needed.

A consistent coaching structure ensures sustained teacher growth and instructional improvement that is aligned to the school/district long range plan.

**Q: Where can I find more information about the difference between Master Teacher (literacy), Master Teacher (math), and Master Teacher (school-level)?**

A: See job descriptions. <https://richland.k12.la.us/index.php/job-descriptions/>

For additional information forward questions to [personnel@richland.k12.la.us](mailto:personnel@richland.k12.la.us)

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