



# Master Teacher of Honor

Read and complete each section fully and accurately in clear, legible handwriting or type. You may submit the application any time during the year. Master Teachers of Honor are notified on a rolling basis throughout the year.

## **Please mail your completed application to:**

Kappa Delta Pi  
3707 Woodview Trace  
Indianapolis, IN 46268

## **Receipt of your application will be acknowledged within three weeks.**

### **Include the following items:**

- Application:** I have completed all applicant information and included a current Curriculum Vitae.
- Applicant Photo:** I have included a professional-type photo of myself.
- Payment:** I have included the non-refundable application fee.
- Kappa Delta Pi Standards of Honor:** I signed the Standards of Honor at the bottom of page three.
- Higher Academic Education:** I have at least a master's degree equivalent from an accredited institution of higher learning, and have submitted evidence of an advanced degree.
- Community Service:** I have participated in a service to my community within the past five years as an in-service teacher, administrator, or faculty member.
- Letter of Recommendation:** I have enclosed a letter of recommendation/support from a colleague, parent, student, or administrator.
- Philosophy of Education:** I have enclosed a one-page summary of my philosophy of education.
- Evidence of Criteria:** I have submitted evidence of meeting a minimum of fifteen (15) criteria from the following list.

### **Master Teacher of Honor designation includes:**

- Master Teacher of Honor pin and certificate
- Letter of recognition and certificate to appropriate administrator
- Recognition on the KDP Web site and in publications
- Community news release

The Master Teacher of Honor program does not discriminate on any basis, including race, sex, age, religion, national origin, sexual orientation, or disability. More information is available at [www.kdp.org](http://www.kdp.org) or by calling 800-284-3167.



## Application

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Applicant Name

KDP Membership #

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Present Position

I prefer to use  **SCHOOL**  **HOME** for mailed correspondence.

**School/Company Name** \_\_\_\_\_

Name of Administrator \_\_\_\_\_

Address \_\_\_\_\_ City State/Province \_\_\_\_\_ ZIP/Postal Code \_\_\_\_\_

Country \_\_\_\_\_ Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Administrator's e-mail \_\_\_\_\_

**Home Address** \_\_\_\_\_

City \_\_\_\_\_ State/Province \_\_\_\_\_ ZIP/Postal Code \_\_\_\_\_

Country \_\_\_\_\_ Telephone \_\_\_\_\_ Cell \_\_\_\_\_

E-mail (personal or professional) \_\_\_\_\_

## Photo Release

Please attach a professional photo to the application packet suitable for use on the Kappa Delta Pi Web site.

I hereby authorize its release for publication on the KDP Web site and for press releases should I be chosen as a Kappa Delta Pi Master Teacher of Honor.

X \_\_\_\_\_

*Your Signature*



## Payment

**All fees must accompany the application.** The application fee is \$50 for members and \$95 for nonmembers, which includes membership dues if applicant meets Master Teacher of Honor requirements.

**Payment Type:**    Check    Visa    MasterCard    American Express

Cardholder Name \_\_\_\_\_

Credit Card Account # \_\_\_\_\_

Expiration Date \_\_\_\_\_ Zip Code for Billing Address \_\_\_\_\_

Signature \_\_\_\_\_

## Standards for Master Teachers of Honor

- Master Teachers of Honor care about humanity. They are good listeners and good communicators.
- Master Teachers of Honor embrace and nurture differences. They are empathetic and sympathetic, and they treat all people with kindness, dignity, and respect.
- Master Teachers of Honor must continuously engage with others (including their students), in the scholarship of inquiry – applying the best of what is known to ensure excellence in the teaching-learning process.
- Master Teachers of Honor create safe environments that foster the best learning for each student.
- Master Teachers of Honor initiate change in the education field by lending their expertise to solving problems facing society.
- Master Teachers of Honor give back to their profession and communities. They take leadership roles, develop and disseminate ideas, and continue their professional growth throughout their career.
- Master Teachers of Honor ensure that all students' grades are earned and not awarded, are prepared for each class, and consistently model high moral values for their students.
- Master Teachers of Honor mentor new educators and share best practices with other educators on a regular basis.

**So to teach** that my words and actions inspire a will to learn; **so to serve** that each day may enhance the growth of exploring minds; **so to live** that I may guide young and old to know the truth and love the right.

I pledge to abide by Kappa Delta Pi's Standards of Honor.

\_\_\_\_\_  
*Applicant's signature and date*



## Submission of Evidence of Criteria

As a **MASTER TEACHER OF HONOR**, you must provide evidence of your service to the profession and the community. By addressing the ideals of Kappa Delta Pi stated in the Standards for Teachers of Honor, you affirm that you are worthy of the designation, **MASTER TEACHER OF HONOR**.

### Requirements

Each item must be clearly identified: by corresponding letter/number from the Introduction, Section I, and Section II.

#### Introduction:

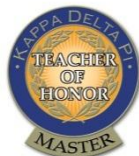
- A. Completed Application
- B. Photo and Signed Release
- C. Payment (check included or credit card information submitted)
- D. Signed Standards for Master Teachers of Honor
- E. Current Résumé or Curriculum Vitae

**Section I:** Identify each item at the top right-hand corner with the corresponding letter:

- A. You are an active member or new Kappa Delta Pi member.
- B. You have at least 15 years of PreK–16 teaching experience (documented by letter from principal, personnel director, or other employing agency that verifies your employment).
- C. You have participated in community service projects or committees in the last 5 years (documented by thank-you letter, invitation, newspaper article, or published photograph of work).
- D. Include at least one letter of recommendation
- E. Submit a one-page summary of your philosophy of education.

**Section II:** At the beginning of the section insert the completed evidence of criteria pages, noting each used with a check mark and a clear description of justification. For each criteria submission, place the corresponding number in the top right-hand corner.

Provide evidence that you meet at least 15 of the 34 criteria. All evidence must have been accrued in the last five years. Any single item may only be used once. You may want to include one or two additional pieces of evidence to ensure you meet 15 criteria.



## Evidence of Criteria

Please check each item included with the application, including an explanation of evidence as needed.

Check if Included	Criteria	Evidence	Explanation of Evidence
	1. Graduate education earned from an accredited institution	Official transcript or official "student copy" of transcript showing graduate work completed	
	2. Building/district level professional development	Certificate of completion/ attendance, participant list from school/district, accumulation of 30 hours	
	3. Conference attendance	Conference program at the state, regional, or national level. Certificate of attendance and/or completion	
	4. Presentation	Conference program at the state, regional, or national level. Certificate of attendance and/or completion (different than Criteria #3)	
	5. Curriculum development (e.g., district/parish curriculum, state curriculum, test item analysis, reading competencies)	Employing educational agency's participant list, curriculum guide, letter of invitation, or thank you	
	6. Educational travel	Notification of fellowship award from a higher education institution or state department, or exhibit(s) or product(s) of travel experience	
	7. Acceptance of article	Copy of submitted article in my content area; or publisher's letter of acceptance from a scholarly journal	
	8. Publication of article	Copy of published article in my content area or publisher's letter of publication date acceptance from a scholarly journal	
	9. Publication of book	Copy of published book, copyright for the completed work in the field of theatre, fine arts, or music, copyright for instructional program	
	10. Grant proposal, submitted	Copy of proposal, letter of receipt, or denial of grant proposal (may not be counted if grant is funded)	

	11. Grant proposal, funded	Copy of grant proposal or letter of award (must be different from Criteria #10)	
	12. Educational project	Letter of acceptance into exchange program from college/university or business, or written summary/ journal of project activities	
	13. National Board Certification portfolio submission	Letter of acknowledgement of submission or other evidence from NBPTS, or #14	
	14. Recipient of National Board Certification	Letter of award (may use either Criteria #13 or #14, but not both)	
	15. Service as a K–12 department chair/grade-level leader or as a higher ed committee chair or project leader/manager	Letter from administrator or other official document verifying leadership position	
	16. Participation in summer professional development seminar (minimum of 10 clock hours to qualify)	Certificate of attendance/ participation	
	17. Involvement with KDP at the local and/or national level	Active participation in KDP (collegiate, professional) and letter from chapter counselor/officer/ committee chair	
	18. Completion of online professional development program/course	Certificate of completion	
	19. Leadership role in accreditation [e.g., NCATE, regional accreditation, or specialized professional association (SPA)]	Letter verifying leadership role in accreditation process at school or institution	
	20. Leadership in an educational professional association or organization	Letter from the association or organization verifying position, office, or leadership role	
	21. Professional award in education	Copy of the letter/certificate/award	
	22. Wrote an article for a KDP publication	Letter from KDP publications staff member or a copy of the printed article	
	23. Contributed to a KDP resource, such as Ideas to Go, Resource Roundup, ProPointers	Copy of the submission and/or the published resource	

	24. Presented at a KDP chapter meeting	Flyer or letter acknowledging the presentation or workshop	
	25. Contributed to a new KDP initiative to serve educators (e.g., participation in a focus group or ad hoc committee, submission of ideas and/or resources)	Evidence of the contribution	
	26. Active membership in a professional organization (other than Kappa Delta Pi)	Membership number and copy of membership card or induction letter	
	27. Extracurricular student coaching or faculty advisor/sponsor	Proof of coaching and/or advising as evidenced in a letter from the administration or a copy of the supplemental contract	
	28. Coordination of an educational activity outside of school	Letter or copy of agreement/contract verifying coordinator position in educational activity outside of school/institution (e.g., summer vacation bible school, day camps, summer camps/institutes, Boy Scout/Girl Scout events, 4-H); must have served at least 20 clock hours	
	29. Submit a creative lesson plan (note that recipients' plans will be posted to KDP teacher resources online)	A lesson plan developed by the candidate specifically for his or her classroom; must be written by the teacher, include documentation, and cannot be copied from another source; must also provide brief reflection about why the lesson is special, creative, or unique and how it indicates your teaching style	
	30. Served as a mentor teacher, peer coach, or professional coach	Letter or contract from school administration or professional development record verifying role	
	31. Holding of an educational position with a government agency at a local, state, or national level	Proof of service on a school committee, school board, governor's board, state department of education (e.g., letter, contract, or article documenting position)	
	32. Served in leadership position in district, school, or higher ed institution (e.g., administrator, department chair, staff development, reading specialist)	Letter from administration/district verifying this role, copy of contract, copy of acceptance letter, or professional development document	

	33. Engages in action research and/or collaborative research of teaching practices	Report, reflection, or results of research undertaken	
	34. Recognition in local or national media	Individual recognition of the teacher for specific activity in local or national news media; must submit a copy of this recognition (submissions printed from Internet are acceptable)	