

# 2018 Teacher of the Year Guidelines, Selection Process and Nomination Form

It is the goal of Meade School District to recognize and honor outstanding teachers on an annual basis. The designation of a Teacher of the Year is one such method. The nomination procedure will allow every administrative site an opportunity to select a teacher to compete for Meade School District Teacher of the Year.

## Criteria for Nomination

- Have a superior ability to inspire students of all ability levels and backgrounds
- Be an exceptionally skilled and dedicated classroom teacher
- Be poised and articulate
- Have the respect and admiration of students, parents and colleagues
- Play an active role in the community as well as in the school
- Must be planning to continue in an active teaching status with Meade School District for 2018-19 school year.

### 1. Application

Nominations will be open to all staff, parents and community members. The application must be completed and submitted to the nominee's building principal/supervisor by March 2. The application must be accompanied by a minimum of three letters of recommendation.

Building principal/supervisor needs to have building nominee submitted to the superintendent's office by Wednesday, March 7, 2018.

### 2. Administrative Site Selection Process

The method of selecting the nominee from each administrative site will be determined by the administration at each location.

### 3. District Selection Process

The selection committee will be comprised of four school board members and three administrators. The executive administrative assistant will serve as non-voting chairperson of the committee. Each committee member will individually rate the nominees based on:

- The criteria listed above
- Information contained in the nomination form
- The letters of recommendation

The nominee receiving the top score will be Meade School District Teacher of the Year for 2018.

### 4. Recognition

The district Teacher of the Year will be submitted to the All Regional Teacher of the Year. The Teacher of the Year and all administrative site nominees will be recognized at the year-end Employee Retirement and Recognition Reception.

**2018 Teacher of the Year Nomination Form**

Do you know a teacher who is dedicated,  
inspiring, and makes a difference?

Name of Nominee \_\_\_\_\_

Nominee's School \_\_\_\_\_

Grade(s) Taught \_\_\_\_\_ Subject(s) Taught \_\_\_\_\_

Please explain why you feel the educator you are nominating should be Teacher of the Year for Meade School District.

Please list specific examples of the teacher's methods for meeting student needs and professional growth

What contributions has this person made to his/her school, district, and community?

Describe this person's ability to create an environment that inspires students to achieve.

How does this nominee keep current with standards, assessments and methods in education?

Describe the nominee's skills in building rapport with students, parents and colleagues.

How does this individual demonstrate a dedication to education?

Nominator's Signature \_\_\_\_\_ Date \_\_\_\_\_

*A minimum of three (3) letters of recommendation by individuals other than the nominator must accompany this nomination form. The deadline for submission of the nomination form and letters of recommendation is **Friday, March 2, 2018** to the building principal/supervisor of the person being nominated.*